



Cambridge & Peterborough Combined Authority Climate Change Opportunity Fund 2024/25

Expression of Interest Guidance

This document replicates the Expression of Interest (EOI) form and includes guidance notes to help you complete the form with the required information. If there is anything at all that you are not sure about, please contact us at environment@cambridgeshirepeterborough-ca.gov.uk.

We want you to put together the strongest possible application so we would welcome a conversation with you if there is anything that is not entirely clear.

The text in **green** is the guidance, the black text is as in the EOI form.

Expression of Interest

We are now inviting Expressions of Interest for projects that may be suitable for the CCOF programme.

Please submit your Expression of Interest by 5 PM on Friday 3rd January 2025 at the latest.

If your EOI is approved, you will be invited to submit a full application.

Please answer all the questions in boxes below.

Please respond accurately and clearly.

IMPORTANT - if there is anything at all that you are unsure about, please contact the team at environment@cambridgeshirepeterborough-ca.gov.uk we would welcome a conversation with you to ensure clarity in order to help you complete as strong an application as possible.



1. ORGANISATION DETAILS	
Organisation Name	
Address incl. Postcode	
Contact Name	Please provide the name of the lead person for this project. Must be a person authorised to make this application
Contact Position	
Contact Email Address	
Contact Telephone	
Organisation type	Choose an item.
Please indicate if you are bidding independently or as part of a collaboration and if so, list the collaborating organisations	Please state if you are collaborating with other organisations or not. If you are, please list these organisations and their role
Organisation website	Please provide the address of your website
Project location	Please explain where the project will be located



2. PROJECT DESCRIPTION	
Please tell us about the project that you are looking to fund	
2.1 Please describe the project <i>400 words maximum</i>	This should be a brief overview of the project, how it works, why it is needed, how it will be managed, who the stakeholders are, what the funding will be spent on and what you want to achieve
2.2 Please explain here – <ul style="list-style-type: none">• the issue you are addressing• your solution• what will change <i>200 words maximum</i>	Please describe the issue or challenge that your project seeks to address. Demonstrate your solution for this issue. Describe what you expect to change as a result of your project should it receive support from this programme.
3. Grant Amount & Match funding	
3.1 How much will the project cost to deliver in full?	This is the Total Cost of delivering your project
3.2 How much grant funding are you applying for?	This is the amount of funding you are seeking from this grant programme
4. Project timeline	
Please describe the timeline for delivery of the project with key dates and actions, remember the project has to be completed in full by 31 March 2026.	



DECLARATIONS

Privacy Notice

The Climate Change Opportunity Fund is funded by the CPCA, using its core funding from government. The CPCA needs to collect and process a range of personal data about the project's beneficiaries.

Why We Need Your Information?

CPCA will use the information collected on this form to assess your application. We may use this information to contact you about your project and application, including contacting you for further information and with grant process updates.

Who do we share your information with?

We do not share this information with anyone other than the companies that help us provide these services to you. They are only allowed to use it to provide these services.

How the law allows us to use your personal information

CPCA will process your information on the basis that it is necessary for us to fulfil our statutory duties.

We do not normally ask for 'Special category data' (information which reveals your racial or ethnic origin, political opinions, trade union membership, religious or philosophical beliefs, health or sexual orientation or genetic or biometric data) however if any such information is included this will be processed on the basis that is necessary for statutory and government purposes.

How long will the information be kept?

We only keep information for as long as it is needed. This will be based on either a legal requirement (where a law says we must keep information for a specific period of time) or accepted business practice. This is set out in our retention schedule.

For further details about this data processing and your rights please read our [Privacy Notice](#) .

The person signing this form must be authorised by your organisation to do so;

Name:	
Organisation:	
Position:	
Signature:	Electronic signature will be required here
Date:	