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**Sea-Changers Coastal Fountain Fund Application Form 2025**

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| **The Coastal Fountain Fund Eligibility and Evaluation Criteria** can be found on the [Coastal Fountain Fund](https://www.sea-changers.org.uk/coastal-fountain-fund) page of our website. Please read them before completing this form. There is also a **guide** to help you fill in your application.We also recommend that you read Refill’s good practice guidance https://refill.org.uk/drinking-water-fountains/ before applying.Please direct any questions regarding applications and send your completed application form to info@sea-changers.org.uk |

1. **Your organisation**

Please note, this application must have the full commitment of the applicant’s organisation. If the applicant leaves, the organisation will be obliged to ensure the installation goes ahead and that the terms of the grant are fulfilled (see the end of this form for details).

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| Name of organisation |  |
| Type of organisation (e.g. charity, local authority, parish council) |  |
| Address |  |
| Postcode |  |
| Contact names (2 names) and job titles/roles |  |
| Department (if applicable) |  |
| Contact email addresses |  |
| Telephone numbers (mobile numbers preferred) |  |

1. **Your fountain plans**
2. **Budget**

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| Grant amount applied for (max. £2,500) |  |
| Fountain supplier |  |
| Model to be purchased |  |
| Cost of fountain (please indicate whether this includes VAT) |  |
| If the fountain cost is more than £2,500, do you have an allocated budget for the additional cost? |  |
| Estimated cost of installation |  |
| Do you have an allocated budget for installation costs? |  |
| Have all costs for the fountain been agreed within your organisation?  |  |

1. **Location**

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| Proposed fountain location **-** please be as specific as possible |
| What evidence is there for the need for a fountain in this location and what impact will the fountain have? |

1. **Deliverability**

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| Does the location have an existing water supply? |  |
| Do you have permission from the landowner? |  |
| Have you had any discussions with the water company regarding the fountain installation? |  |
| Have you had discussions with an installer to explore costs of installation and on-site installation requirements?  |  |
| Is planning permission required? If so, has this already been granted? |  |
| Is the installation part of a wider refurbishment or development project in the proposed location? | Yes | No |
| If yes above, please provide some details about the development’s scope, scale and progress to date. |  |

1. **Timescales**

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| Please provide your proposed timescales for having the fountain operational, including key milestones. This must be by the end of 2025 and ideally will be sooner. |

1. **Sustainability**

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| Who will maintain the fountain after installation?  |  |
| What water quality testing will be carried out? How often/by whom? |  |
| Can a water meter be fitted? If no, let us know why not. If yes, do you agree to provide Sea-Changers with meter readings? |  |

1. **How will you publicise Sea-Changers’ funding of this project?**

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1. **Where did you hear about Sea-Changers’ Coastal Fountain Fund?**

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| **Application Checklist**Before you submit your application, please check the following:* Have you read through the relevant pages on the website regarding who can apply and ensured that your project meets our Eligibility Criteria?
* Have you provided contact details for two people?
* Have you filled in all relevant sections of the form?
* Have you read the Terms and Conditions on the next pages?

Completed applications should be sent to info@sea-changers.org.uk |

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| **Terms of Sea-Changers Coastal Fountain Fund Grant Offers**If we do make you a grant offer, you/your organisation would need to agree to the following terms and conditions:* In most cases we prefer you to purchase the fountain yourselves and we will make the grant payment once the fountain has been installed. However, if this is likely to cause cash flow problems, we can alternatively pay you as soon as the fountain has been purchased on production of the purchase receipt or we will ask the fountain provider to invoice us directly.

Things you need to agree to* To provide us with an **update on progress** towards the milestones given above on request.
* If possible, to install a **water meter** as part of the fountain installation and provide usage data based on meter readings to us on a regular (6 monthly) basis.
* To **provide photographs** of the fountain and its location and give permission for us to use them on our website or social media channels (with full accreditation).
* To take part in any **publicity event** that Sea-Changers and/or Bunzl (the fund sponsors) might want to organise to promote the fountain.
* To **acknowledge Sea-Changers’ funding** of your fountain in any publicity including on your website and relevant social media posts.
* To **map the fountain** on the Refill app <https://www.refill.org.uk/get-involved/add-refill-station/> so that people can find it.

Other terms* The grant is to be used as specified in your application including any stipulations set out in the formal grant offer from Sea-Changers or otherwise agreed with us.
* Where practical the fountain will carry a decal designed by Sea-Changers indicating that the fountain has been funded by Sea-Changers and Bunzl. Depending on the fountain supplier this may be added by them before delivery. If not, the grant recipient is responsible for supplying and attaching a suitable decal.
* You agree we are entitled to suspend or terminate the grant and/or require you to repay all or any of the grant in any of the following situations.
	+ The grant is used in any way other than as approved by us or fails to comply with any of these Terms and Conditions;
	+ No progress is made towards installation within 3 months of you returning the grant acceptance form or it seems unlikely that the installation will go ahead within a reasonable timescale;
	+ You provide us with false or misleading information either on application or after award of the grant;
* We will not increase the grant if you spend more than the agreed budget.
* You agree to provide us, on request, with evidence of expenditure of the grant, such as original receipts and bank statements;
* You agree at all times to comply with relevant legislation, regulations and best practice including, as appropriate:
	+ Health and Safety requirements including risk assessments
	+ Data Protection laws and regulations including GDPR.
* You acknowledge Sea-Changers’ funding of your project in publicity including on your website and social media.
* These terms and conditions will continue to apply until the project has been completed.
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