



Capacity Building Programme



Climate
Challenge
Fund



PART OF THE
Keep Scotland Beautiful
CHARITY



Greener
Scotland
Scottish
Government

Capacity Building Programme



Keep Scotland Beautiful runs the Capacity Building Programme as part of our management of the Climate Challenge Fund (CCF) on behalf of the Scottish Government.

In meeting the challenge of transitioning to a low-carbon Scotland, we believe that community organisations play a pivotal role, making action on climate change real and meaningful. The Capacity Building Programme exists to support community-led organisations to bring about a low-carbon Scotland, place by place.

The Capacity Building Programme offers training, project tools and resources to help you meet the objectives of your funded project and to engage effectively with your community on climate change. Communities have been running CCF projects since 2008 and we strive to share and communicate best practice, expertise and learning via networking events and online. You can find all events run by the Capacity Building Programme on our events calendar on the CCF website at www.keepsotlandbeautiful.org/ccfevents.

Climate Challenge Fund Starter Toolkit

This one day workshop aims to get you up to speed with the nuts and bolts of what's required in terms of delivering and reporting on your CCF project. The day is an opportunity to review your project application and start to make practical plans to manage your project - including clarifying outcomes, developing monitoring and evaluation plans, tools for reviewing project progress and reporting on progress.

During the day you will:

- Clarify project aims and outcomes
- Make plans for monitoring the impact of your project and learn tools for reviewing progress
- Learn about reporting requirements

Who's this event for?

Anyone who will be responsible for the day-day delivery of a CCF project – especially those who will be managing a project and reporting on progress towards outcomes.

Location	Date
Stirling	7 April
Glasgow	12 April
Aberdeen	19 April
Inverness	20 April
Edinburgh	25 April

Climate Challenge Fund Claims and Project Finances Surgery

The finance team and development officers will give you all the information you need to claim your CCF grant successfully, and be on hand to answer all your questions.

During the day you will:

- Find out what needs to be done to start claiming your CCF grant
- Learn about the process for claiming your grant
- Learn about requirements for managing your project finances

Who's this workshop for?

This workshop is for anyone who will be completing and submitting claims to the Climate Challenge Fund.

Location	Date
Stirling	8 April
Edinburgh	13 April
Aberdeen	19 April
Inverness	20 April
Glasgow	26 April

Increasing Participation in Your Project

Many community organisations find the most challenging part of their project is encouraging people to get involved and creating engaging promotional material.

This workshop will help you to develop a more effective plan to promote your project and improve engagement. It will also signpost you to resources that will help you to develop effective promotional material and meet branding requirements.

During the day you will learn how to:

- Develop a clear, concise and engaging description of what you do, with a clear 'ask'
- Have more productive outreach activities and map opportunities to link with other community organisations
- Improve the experience of participants in your project
- Write a press release and engage with the media
- Effectively use a variety of online platforms
- Meet branding and promotional requirements

Who's this event for?

Anyone who is responsible for increasing participation in a community led project. You may be involved in marketing, outreach events, promotion, or project delivery.

Location	Date
Edinburgh	3 May
Glasgow	4 May
Inverness	9 May
Stirling	18 May

Data Collection and Carbon Calculations

This one day workshop will give you the opportunity to think in depth about how you collect the information you need in order to calculate the carbon emissions reductions achieved by your project. You should leave this workshop feeling confident about what information you need to report your project's carbon reduction figure, as well as able to do the calculations. We'll be demystifying words like 'conversion factors' and 'modal shift' as well as discussing some of the challenges faced in collecting information from project participants.

During the day you will:

- Explore how your project reduces carbon emissions and discuss how you will know this is happening
- Discuss the barriers and opportunities to collecting primary data, and develop a plan to collect data for your project
- Explore the methodology you need to use to calculate carbon emissions reductions

Who's this event for?

Anyone who is responsible for monitoring the carbon impact of your community-led project.

Location	Date
Glasgow	11 May
Aberdeen	16 May
Edinburgh	25 May
Stirling	30 May

Carbon Literacy for Communities

In 2017-18 we're very pleased to offer this two day carbon literacy course, accredited by the award winning Carbon Literacy Project in Manchester. Carbon literacy means having an instinctive understanding of the carbon impacts of our activities, and being able to make informed choices about the most energy and resource efficient and lower carbon options available to us.

Attendance on the course is free but participants will be asked to cover the cost of certification (£10 plus VAT). Please note when you register you will be asked if you wish to be put forward for this certification and invoiced in advance.

During the two days you will:

- Examine the scientific basis for climate change
- Explore the potential impacts of rising greenhouse gasses and a changing climate
- Learn about communicating climate change and practice some techniques for doing so
- Understand the anthropogenic sources of GHGs and how our everyday lives relate to them
- Explore the Scottish Government's Low Carbon Behaviours and the challenges/opportunities to adoption in your community
- Explore behaviour change models and how these might help you structure investigation into increasing adoption in your community

Who's this event for?

Anyone from a community-led organisation who is interested in taking action on climate change.

Location	Date
Aberdeen	24 and 31 May
Glasgow	20 and 27 June
Stirling	8 and 15 August

Carbon Literacy where you are



We are also inviting community-led organisation to host Carbon Literacy for Communities where you are. If you can provide a venue (and some light refreshments) for two days, we will come and deliver the training, free of charge. All we ask is that you guarantee at least 10 (maximum 20) participants, and that participants are from at least two different community-led organisations. Please contact Russell Gill russell.gill@keepsotlandbeautiful.org for more information.

The Climate Challenge Fund is a Scottish Government grant programme that we manage and administer. We provide support, resources and training and organise events to support community groups taking action on climate change.



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