ANDOVER TOWN COUNCIL

WARM HUB GRANT SCHEME 2025-2026

(For existing warm hubs)

PURPOSE

To support existing local **Warm Hubs**—also referred to as *Warm Banks*, *Warm Spaces*, or *Cosy Corners*—Andover Town Council (ATC) is proposing targeted funding for the 2025–26 winter season. These hubs provide warm, welcoming environments within local communities where individuals can seek refuge from the cold during the colder months.

With rising energy costs, many residents—particularly older adults, vulnerable individuals, and those at home during the day—may struggle to maintain a healthy temperature in their homes. Warm Hubs play a vital role in addressing this need.

The funding will be made available to:

- existing Warm Hubs to enhance provision to better meet community needs.

Beyond providing warmth, the initiative supports the economic, social, and wellbeing needs of residents by offering inclusive spaces that foster connection, reduce isolation, and promote community resilience.

GRANT TERMS AND CONDITIONS

1. The grant must be used solely for the project outlined in these Terms and Conditions.
2. Where a partial grant has been awarded, funds may only be used for the specific elements approved by the Panel, as listed on Page 2 of these Terms and Conditions.
3. If the project cannot proceed for any reason, Andover Town Council must be notified in writing immediately, and any funds already received must be returned.
4. The grant must not be used to pay for goods or services ordered prior to receiving the formal grant award confirmation.
5. No changes may be made to the project or its funded components without prior written approval from Andover Town Council.
6. The grant award must be acknowledged in any annual reports, AGM reports, and publicity materials related to the funded project.
7. Any unspent portion of the grant must be returned to Andover Town Council.
8. The grant must be spent within the specified timeframe.
9. Project success must be monitored, with session numbers and participant data submitted via the grant monitoring report provided by Andover Town Council. Reports must be completed within one week of each sessional period, with final reporting due by 7th April 2026.
10. Case studies and supporting evidence must be submitted through the monthly grant monitoring report issued to each funded Warm Hub.
11. Underspend may not be carried forward without prior discussion and written agreement from Andover Town Council.
12. The Panel will not increase the grant amount in the event of overspending.
13. Original financial records and accounts must be retained and made available to Andover Town Council upon request, up to March 2027.
14. The grant must be spent on the project as specified in these Terms and Conditions. Any unspent or misused funds must be repaid.

Projects may be visited as part of the grant scheme's evaluation process. Information about funded projects may be used in publicity materials.

ORGANISATION'S PLEDGE

1. It is understood that the Grant Panel has awarded funding for the project specified in the submitted application.
2. The grant will be used solely for the purpose of delivering the Warm Hub initiative.
3. The Small Grants Panel has approved funding as follows:
   Amount Requested:
   Amount Awarded:
4. Approved Items for Funding:

Andover Town Council, Office 107, Incuhive Andover, Chantry House, 38 Chantry Way, Andover Hampshire, SP10 1LS.
Email: office@andovertc.co.uk / 01264 335592 / www.andover-tc.gov.uk

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Item	Cost	Notes

If the project is unable to proceed for any reason, including lack of funding, Andover Town Council will be notified in writing immediately, and any grant funds received will be returned.

5. Andover Town Council reserves the right to withhold payment if any required information is not received.
6. The individual signing this agreement confirms they are authorised to do so on behalf of the organisation and that the information provided in the application is accurate and truthful.

Signed:
Printed name:
Date:
Organisation:
Position within Organisation:

Completed form must be returned to office@andovertc.co.uk

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