

**CARRAIG GHEAL WIND FARM**

**COMMUNITY BENEFIT FUND MICRO-GRANT SCHEME**

**APPLICATION FORM FOR GRANTS UP TO £250**

Please read through the application guidelines below before completing the application form. All sections must be completed. This form is only for grants up to £250 awarded from the Carraig Gheal Wind Farm Community Benefit Fund Micro-grant Scheme.

Application forms are available from the Community Fund Officer using the contact details below or may be downloaded from <http://www.carraigghealwindfarm.co.uk/community.html>.

These guidelines and the application form may be updated from time to time, please ensure you are using the latest version. Application forms must be completed electronically and submitted via email. If you need advice on completing the form please contact the Community Fund Officer using the contact details below. All sections of the application form must be completed and you must send any other documentation we request. In order to give your application the best chance of success, please provide as much information as possible. Incomplete applications will not be considered and failure to answer any question or provide the information requested will prevent your application from going forward. The applicant should be someone who is familiar with the project being applied for and be willing and available to be contacted by the Community Fund Officer should there be any queries regarding the application.

By submitting this application you agree that the details relating to the project can be circulated to the relevant Community Council, Carraig Gheal Wind Farm Community Benefit Fund Steering Group and GreenPower Director, that the Carraig Gheal Wind Farm Community Benefit Fund will be acknowledged as funding the project and that GreenPower can publicise the project in the media and on the Carraig Gheal Wind Farm website.

Applications will be considered at the next available community council meeting, dependent on when the application was received.

Decisions on what applications will be funded will be carried out by the Community Council whose area the applicant is based in. The decision of the Community Council is final.

**Applications must be returned to the Community Fund Officer by email to** [**averil@greenpowerinternational.com**](mailto:averil@greenpowerinternational.com)**.**

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| **FOR OFFICE USE** | |
| **APPLICATION TRACKER UNIQUE ID** |  |

| Section 1: Your application | | |
| --- | --- | --- |
| Ref. | Question | Answer |
| 1.1 | Name of applicant |  |
| 1.2 | Email |  |
| 1.3 | Telephone (daytime) |  |
| Telephone (evening) |  |
| 1.4 | Correspondence address (including postcode) |  |
| 1.5 | What community council area are you based in? |  |
| 1.6 | If applicable, what is your charity number? |  |
| 1.7 | Please indicate what procedures are in place to carry out the project safely. |  |
| 1.8 | Has match/other funding been applied for? If so who with, how much for and was it successful? |  |
| 1.9 | How much are you applying for? |  |
| 1.10 | What is the total cost of the project? |  |
| 1.11 | State the start and end dates of the project. |  |

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| --- | --- | --- |
| Section 2. Your project | | |
| Ref. | Question | Answer |
| 2.1 | Project summary: describe the project in 250 words or less. |  |
| 2.2 | What will happen to the project if your application is unsuccessful? |  |

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| --- | --- | --- |
| Section 3. Your project | | |
| Ref. | Question | Answer |
| 3.1 | Please provide a budget breakdown of the project |  |

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| --- | --- | --- |
| Section 3 Declaration Statement. I declare that the information contained in this application is correct, that the project is not doubly funded nor is it being funded retrospectively and I am authorised to make the application. I agree that this completed application form and the details relating to the project can be circulated to the relevant Community Council, Carraig Gheal Wind Farm Community Benefit Fund Steering Group and GreenPower Director. I agree that the Carraig Gheal Wind Farm Community Benefit Fund will be acknowledged as funding the project and that GreenPower can publicise the project in the media and on the Carraig Gheal Wind Farm website. I understand that the decisions made by the relevant Community Council are final. | | |
| Ref. | Question | Answer |
| 3.1 | Name: |  |
| 3.2 | Date: |  |

**Appendix 1.**

**Funding Criteria.**

1. Applications are welcome from individuals, constituted and non-constituted groups.
2. Only one application may be made per project for each funding round.
3. Applications will be accepted from the five community council areas bordering the wind farm namely Avich and Kilchrenan, Kilinver and Kilmelford, Kilmore, Taynuilt and Glenorchy & Innishail.
4. Applications must comply with GreenPower’s Community Benefit Principles, Charitable Purposes and the current funding criteria as listed here.
5. Community Benefit Funds must only be used for purposes of a charitable nature and for the public good.
6. Applicants do not need to be a registered charity.
7. Community Benefit funds must not be used for political or religious purposes, to fund or supplant a service that is a core function of a state agency or local authority, or be used to fund any activity which is against renewables projects or would bring the project or GreenPower into disrepute.
8. Costs already incurred (retrospective funding) will not be funded.
9. Applications must be submitted to the Community Fund Officer at least two weeks before the Community Council meetings. If your project is time specific then please make sure your application is made in plenty of time to receive a decision before the project takes place as retrospective funding will not normally be funded.
10. If applicable, you may need to give evidence that you have considered and addressed any safety implications of the project being applied for.
11. You must agree to take responsibility for the full amount of the award and to ensure any monies spent are to achieve the purpose of the approved application.
12. You must to provide evidence of all spend (original receipts, invoices and any other supporting documentation etc.,) within 1 month of it having been spent.
13. If you have not provided valid receipts or spent the award on a purpose other than that detailed in the application that money must be repaid to the Carraig Gheal Wind Farm Community Benefit Fund
14. Funds awarded must be spent within 6 months of receiving the money.
15. If approved you will be asked to complete and sign a Fund Transfer Agreement before any monies are released.

**GreenPower Community Benefit Principles**. The following principles shall apply to the community benefit flowing from individual GreenPower projects. Detailed operational arrangements will be put in place for the Community Benefit Package for each project, but in each the approach adopted will reflect these Principles.

1. GreenPower wishes to establish long term partnerships with local communities to work together to deliver community benefits for the lifetime of our projects.
2. GreenPower will consult with local communities on the management, purpose and delivery of community benefits.
3. As operational arrangements for delivering Community Benefits may vary between projects, GreenPower will consult with the local community to establish an effective system to allocate and administer any funds.
4. GreenPower will endeavour to assist host communities to understand how our Community Benefit funds can help meet their needs. This might for example, involve the production of a Community plan.
5. Community Benefit funds must only be used for purposes of a charitable nature and for the public good.
6. Community Benefit funds must not be used for political or religious purposes, to fund or supplant a service that is a core function of a state agency or local authority, or be used to fund any activity which is against renewables projects or would bring the project or GreenPower into disrepute

**Carraig Gheal Wind Farm Community Benefit Charitable Purposes**. Guidance on Charitable Purposes. For the purpose of the GreenPower Carraig Gheal Community Benefit, charitable purposes, based on the guidance offered by the Office of the Scottish Charity Regulator and by the UK government, are defined as being for public benefit and covering one or more of the following descriptions:

1. The prevention or relief of poverty;
2. The advancement of education;
3. The advancement of health or the saving of lives;
4. The advancement of citizenship or community development;
5. The advancement of the arts, culture, heritage or science;
6. The advancement of public participation in sport;
7. The advancement of human rights, conflict resolution, racial and religious harmony, equality and diversity;
8. The advancement of environmental protection or improvement;
9. The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage;
10. The advancement of animal welfare;
11. The support of emergency services, including mountain rescue;
12. Any other purposes currently recognized as charitable or any new charitable purpose which is similar to another charitable purpose.