

# **Guidance notes for applicants to Tarbert and Skipness Community Trust community benefit scheme funded by Freasdail Wind Farm and investment returns on Srondoire Wind Farm.**

**PLEASE READ THIS CAREFULLY BEFORE COMPLETING AN APPLICATION FORM AS FAILURE TO COMPLY WILL MEAN THAT YOUR APPLICATION WILL NOT BE CONSIDERED**

## **Group and project eligibility**

### **What do groups need to have as a basic requirement to apply for funding?**

- Only constituted groups, with a governing document, can apply and this must comply with the law with respect to membership, protection and employment issues which are entirely the responsibility of the group. Any group working with children or vulnerable adults must have appropriately checked and approved individuals supervising activities in accordance with government legislation.
- A bank account must be set up in the name of the group
- There must be at least 3 unrelated members on your management committee
- Committee meetings must have a quorum of at least 3 unrelated members present
- There must be at least 2 unrelated cheque signatories
- Annual income in the most recent financial year must be less than £50,000

### **Do we need to be a charity to apply?**

No, as long as you are a constituted not-for-profit group with charitable aims, you can apply. By having charitable aims, we mean broadly that your group aims to benefit the community which you are working in.

### **Can branches of national organisations apply?**

Yes, provided the branch is autonomous from the parent organisation i.e. must have its own management committee, annual accounts and bank account.

### **Can religious organisations apply?**

Yes, provided that the project for which funding is requested does not involve the advancement of religion and would not exclude anyone on the grounds of religion. We will consider this carefully when assessing your application.

### **Can schools or local authority nurseries apply?**

No. As we do not accept applications from organisations whose income exceeds £50,000 per year, we cannot accept applications from any local authority institutions, including schools. We will consider applications from Parent Teacher Associations, if appropriately constituted but must evidence the project has wider community benefit i.e the proposed project takes place in school, during school hours and/or only for the benefit of the pupils it will not be considered. .

## Do we fund overseas trips?

No. .

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## How do you establish a group's annual income?

We look at the income in the last full set of accounts or, if it is a new group, in their projection for the current year.

## We've just had to pay out for some unexpected costs. Can we apply for a grant to cover the expenditure we incurred?

No. We will not make grants retrospectively, i.e. for costs already incurred. You cannot apply for help with the costs of any activities that will take place before we give you a decision on your application.

## What does 50% of a project's total costs mean?

We calculate this as 50% of - Total project cost + Volunteer time @£15.00/hr+ value of anything provided in kind.

### For example:

The cash cost of your project is	£1000 including VAT
10 volunteers will contribute 10hrs total	£150
A local shop will contribute £50 of sandwiches	£50
Your own cash resources will provide	£50
Total project cost	£1250

We will normally consider a max grant of 50%	£625.00
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Please note that you may not be offered the full 50% of your costs as funds are limited and we would prefer to help as many organisations as possible. You will have 24 months to raise all the finance for your project after which our grant offer will be withdrawn and you would need to reapply.

### Summary of projects or organisations not eligible

Furtherance of political or religious objectives

Furtherance of any initiative which is adverse to or conflicts (directly or Indirectly) with, the interests of renewable energy (which shall not be limited to wind energy)

Furtherance of any initiative which is adverse to or conflicts (directly or indirectly) with the interests of any of the companies and their affiliates providing community benefit for this grant scheme

Furtherance of any initiative that is adverse to or conflicts (directly or indirectly) with any of the wind farms which provide community benefit for this grant scheme.

In support of individuals whose project(s) will not have the capacity to benefit the wider community.

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**Summary of the objectives which your project should try to meet – these are the headings under which your application will be assessed by an independent Community Benefit Advisory Committee organised by TSCT**

- Projects should be in line with the objectives of the Tarbert and Skipness Community Plan which can be downloaded from. [www.TSCT.org.uk](http://www.TSCT.org.uk)
- Projects should be value for money in terms of community benefit
- Projects should demonstrate sustainability ie Where appropriate how will future maintenance issues be dealt with.
- Projects should enhance the life of local residents
- Projects should contribute to a vibrant, healthy, sustainable community
- Projects should promote community spirit and encourage community activity

**Check list of information required for initial application**

Application form completed and signed by both contacts.

Maximum of one A4 sheet giving a more comprehensive description with information on why you think the project benefits the community, more detailed costing than requested on form and the criteria on which the project will be assessed as a success.

After initial assessment, we may request further details of the project or of your organisation