

Carsphairn Renewable Energy Fund Limited



Guidelines for Applicants - General Grant

Please ensure that you read these guidelines before completing the application form

Background

Carsphairn Renewable Energy Fund Ltd (CREF Ltd.) is a company limited by guarantee which was established in 2009 to administer community benefit funds awarded by renewable energy companies to Carsphairn Community.

Aims of CREF Limited:

- to help finance projects which would benefit the residents of Carsphairn community; and
- to assist inhabitants of the parish to continue their learning through further education.

General information

- Details of applications, excluding amounts requested, will be publicised prior to each meeting.
- The Committee reserves the right to refuse any application providing that a written explanation of the reasons for refusal is given.
- Successful applicants will be notified within 14 days of the meeting at which their application was considered.
- A list of successful applications, the amount awarded, and purpose of grant will be published at the Public Meeting.
- Please enclose 2 estimates for any item costing more than £500. If less than £500 give details and breakdown of anticipated costs.
- If you have applied for and are granted approximate costs, cheque will be paid on sight of invoices.

Please read the following criteria to assist you with your application

Range of and criteria for applications for non-educational grants from Carsphairn Renewable Energy Fund Limited

1. Mandatory criteria

Applications must fulfil the following:

- a) The area in which the grant is to be used is Carsphairn Parish or the area of Carsphairn Community Council as defined by agreements with the renewable energy companies.
Projects that primarily benefit those outwith this area will not be granted.

2. Positive criteria

Applications that fulfil the greatest number of the following criteria have the best chance of being successful.

- b) The organisation has a constitution, committee, accounts and has had an AGM within the past year.
- c) The grant will be used to benefit the social, educational or religious life of the community.
- d) The grant will be used for proposals that result in improved energy efficiency, improved energy management or innovative renewable or sustainable energy projects.
- e) The grant will be used to benefit tourism or the scenic or historic value of the area.
- f) The grant will benefit the community at large.
- g) The grant will benefit the young or the elderly.
- h) The grant will benefit the disabled or the disadvantaged.

3. Negative criteria

Applications that fall into the following categories will have less chance of success.

- a) Grants sought by individuals that are considered solely for the applicant's personal gain.

Grants sought for projects that are expected to be undertaken by statutory bodies, such as the local council, Social Work, Police, Schools and Health services.

NB Grants could be available for extra-curricular activities or locally run initiatives that fulfil a number of positive criteria.

- b) Grants sought retrospectively
- c) Funding will not be approved for applications that are likely to adversely affect or work against the interests of the renewable energy companies, their parent companies or any of their associated companies.
- d) Grants used for the advancement of religion or party politics
- e) Grants used to repay loans or debts.

4. Grants for Revenue Costs

Grants are available for Revenue or running costs of any organisation within the Carsphairn Community Council area that fulfils a number of the positive criteria above.

*Criterion a) of the positive criteria **must** be met, i.e. The organisation has a constitution, committee, accounts and has had an AGM within the past year.*

Grants will not be awarded where the grant will simply increase the general balance of the organisation.

5. Grants for Capital Costs

Grants are available for Capital or Project costs with the following considerations:

- a) The project may only be **totally** funded by the Company when there is no funding available from another source
- b) When other funding is available, the Company may only **part** fund the project
- c) The Company may, in exceptional circumstances, make grants for costs incurred

6. Supporting Documents

Grant applications should include the following supporting documents:

- a) The organisation's most recent accounts. If you are a new organisation please provide financial projections.
- b) The organisation's Constitution or governing document
- c) A copy of the organisation's most recent bank statement

7. Privacy Policy

Applications and guidance should be read in conjunction with the CREFL Privacy policy that is available at www.carsphairn.org/CREFL

8. Accounting Records

Proper records should be kept for all monies received from CREFL. The Company reserves the right to ask for evidence that the grant has been used for its declared purpose. This information may be disclosed to the energy companies.

9. Revision of “Range and Criteria”

Carsphairn Renewable Energy Fund Limited reserves the right to adjust the range of and criteria for grants. All such adjustments will be made in accordance with the conditions of payment set out in agreements with renewable energy companies.