



# Wedmore Community Power Co-operative

## Information about Community Grants

Wedmore Community Power Co-operative was established in 2013 to generate renewable energy for the Isle of Wedmore through a community-owned solar energy venture. As well as providing its members with a return on their investment, it also puts the surplus back into the local area in the form of Community Grants.

The Co-operative's board will recommend to the members at the AGM the total amount to be set aside for grants for that year [in 2015, this is expected to be about £5,000].

Community Grants of between £100 and £5,000 will be awarded to organisations to run projects that meet the criteria set out below.

An organisation can apply for funds before the deadlines of 31 May and 30 November each year. Decisions on which applications to accept will be made by a Grants Panel comprising five people drawn from the membership, of which two will be board members. Panel members must declare an interest and not vote if they are involved in any of the fund applications.

### Criteria for grant applications

To apply for funding, an organisation must be either: a community, self-help or voluntary group; a charity; or a local branch of a national charity.

To be successful, a project must meet one or more of the following criteria:

- address a social need;
- provide a long-term benefit to the community on the Isle of Wedmore;
- support at least one of the Co-operative's objectives of working in partnership with others, increasing sustainability and reducing reliance on fossil fuels;
- ideally be innovative in its approach.

## Who can apply and who cannot

Primarily grants will be available to the Isle of Wedmore area, but grants may be given to organisations that operate in a wider area as long as there is a measurable benefit to the people of the Isle of Wedmore.

While schools, being largely Government-funded, are not eligible to apply, independent groups within schools such as PTAs can apply.

Businesses (including profit-making limited companies, partnerships and sole traders) are unable to apply unless they are a registered charity.

The Community Grants scheme cannot fund individuals, regardless of the charitable purpose.

Any group that has already received funding must wait another 12 months from the date on their cheque to apply for further funding.

## FAQs

- 1. How can I apply?** Applications for Community Grants can only be submitted online using the application form available on our website
- 2. How much can I apply for?** Between £100 and £5,000. If you are a newly formed group (less than three months old) or are unable to provide accounts to support your application, the maximum you can apply for is £500.
- 3. Who can apply?** Community groups, voluntary groups and charities (including local branches of national charities) are eligible to apply.
- 4. What types of things can my group apply for?** Anything from equipment to event costs, help towards fixtures, sports equipment or computer equipment. Please note we cannot fund applications retrospectively or reimburse costs for events that have previously taken place. If you need further clarification as to whether your project items are eligible, please contact Rob Richley, [office@westwordcommunications.com](mailto:office@westwordcommunications.com) or 07774 891992.
- 5. What account information is required for applications over £500?** If you are applying for over £500, you must provide a copy of your group's most recent accounts signed by your group's treasurer. If you do not have accounts, you could submit a three-month record of your income and expenditure, signed by the group's treasurer. This could be a spreadsheet kept by the group, logging all the income and all the itemised spending of the group. Bank statements will not be accepted. All charity accounts should be audited. Please do not send your original accounts; we can accept copies.
- 6. Does my group have to own the building?** If you are asking for money towards building or renovation costs, or anything that will be a permanent unmovable fixture, your group either needs to own the building or own the lease, or have at least 15 years left on the lease,

**7. How much extra information can a group include?** You can include up to two pages of A4 in minimum 12-point type.

**8. How long does it take to get a decision?** Groups will receive an email saying if their application has been successful. If your application has been completed correctly and any supporting documents have been received, the process should take no longer than a month after the deadline for application closes.

**10. Do groups always get the full amount they apply for?** No: the Community Grants scheme has a limited pot of money and may only have enough to make a donation towards the project.

### **Terms & conditions**

The terms and conditions below sets out the legal relationship between us (Wedmore Community Power Co-operative Limited) and your group (you).

- We can ask you for extra information to support your application.
- We can ask you to return the funding in full if we find that you have used it for a purpose other than that set out in your application
- The amount we provide is final and we will not increase it if you overspend or have worked out your costs incorrectly.
- If you do not spend all the funding we provide, you must return any unspent money to us within six months of the estimated end date of the project, as set out in the application.
- We will not be responsible for any spending (on assets, equipment or your project) that arises before you receive our letter confirming details of the funding we are providing.
- We do not have to issue further amounts for a particular project once funding has been provided, although you can apply for further help. You are only eligible to reapply for a Community Grant 12 months after any successful grant has been awarded.
- You must promote our Community Grants scheme in all publicity relating to your project.
- We can use your group's name and address, the information you provide us about what your group does, and the information you provide us about the project you are seeking funding for in any publicity and marketing relating to the Community Grants scheme. This includes, but is not limited to, using this information in the press, our website and social media.
- We may use the information you provide us with to contact you for additional information relating to funding, for example to request information or quotes relating to how you have used funding, to request photographs of your group

or to arrange interviews or photography with your project/group in relation to funding.

- You agree to tell us about any details that should be kept confidential.
- The Co-operative's decision on your application for funding is final and we will not enter into any discussion about the decision.
- We can check up on projects being carried out with help from the Community Grants scheme.
- You agree to co-operate with any follow-up visits we may need to make.
- We may withhold all or part of the funding, or recover all or part of any payment from you, if we discover that:
  - you have broken any part in this contract;
  - any information in the application form or a supporting document was willfully incorrect or misleading;
  - or your group or the project ends for any reason.

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*Agreed by the Board of Wedmore Community Power Co-operative, January 2015*