

Application Form

Maesgwyn Wind Farm Community Benefit Fund

1.1 Name of Organisation

1.2 Address of Organisation

Postcode

1.3 First Contact Person

Second Contact Person

Position:

Position:

Tel: no.

Tel: no.

Email

Email

About your Organisation

1.4 What does your organisation do? Please give as much detail as possible about what your organisation does including your aims & objectives & how it achieves these aims & objectives.

1.5 When was your organisation established?

1.6 (a) Do you have a constitution or similar document? Yes/No

(b) Do you have a Bank Account in the name of the organisation? Yes/No
(Please delete as appropriate)

A constitution is a governing document which states what your organisation does & where & how to achieve it. If you do not have a constitution or similar document, you will **NOT** be eligible for this grant scheme. If you have a query please contact the Fund Administrator Clive Baker, tel: **01639720731**, email: clive8377@btinternet.com

1.7 Which of the following best describes your organisation`s work/services? (Please tick those applicable)	
Recreational	Cultural
Educational	Services for Children/Young People
Health & Wellbeing	Services for People 50+
Environmental	Work with Disadvantaged People
Energy Efficiency	Other. (please state)

Your Organisation`s Finances

1.8 Please provide the following information:	
(a) Total income in the last financial year	-
(b) Total expenditure in last financial year	-
(c) Current savings balance or unallocated funds	-
If amount (c) is more than £5,000.00 (five thousand pounds), please explain:	

Your Organisation`s Financial Details

1.9 Please give details of your organisation`s bank account.

Full Name of the Account:

Bank/Building Society Address:

Sort Code:

Account number:

Building Society Roll Number (if applicable):

Please give the names & position held in your organisation of two of the bank signatories on your organisation`s bank/building society account:

1. Full Name:

Position Held:

2. Full Name:

Position Held:

The Project You Wish To Fund & How It Addresses/Meets the Fund Criteria

2.1 Please describe the project for which you request the grant & its location.
(Your answer should describe which activity/ies you need a grant for & how the funding will help deliver the aims & objectives of the project)

2.2 How have you identified the need for the project?

(Please state if there are any similar organisations in Glynneath & how your work/service delivery differs from theirs).

2.3 What genuine long term community benefit do you anticipate as a result of the grant being made? What outcomes do you hope to see as a result of the grant being made? Describe who in the community will work with you. Describe who will benefit from the project.

2.4 How many people will benefit from the project? (It is important that you state how many people will be involved in the activities that the grant will fund. Please give as much information as possible).

2.5 Timescale of the Project

1. Start Date:
2. Finish Date:

2.6 Demonstrate how the project will be sustained after any investment of grant aid. How will the project be maintained?

2.7 How will you measure the progress & success of the project?

Project Costs

3.1 Please provide a breakdown of the total cost of this project as stated in the table below:

Item (Net of VAT)	Amount £/p	Tick if you wish to claim this element from the Community Fund
Total (Net of VAT)		
VAT Payable on Above Total		
Total cost of the project		

Written estimates (copies) from suppliers MUST be supplied for ALL items requested in this application. If they are not received your application will be declined until these are available.

3.2 Can your organisation recover/claim VAT back from HMRC? Yes/No
 (Delete as applicable)

If yes, please provide your VAT Registration Number -

(Please note: If your organisation is able to reclaim VAT on the project, the grant scheme will only advance the net figure for the project).

3.3 How much are you asking for? (It is a requirement of the Community Fund that there is an element of match funding)	£
How much have you raised elsewhere towards this project? (Please list "funders" "donators" & amounts raised below)	£
	£
	£
	£
Please list any other "funders" "donators" to whom you have applied to for this project but have not yet received approval. Please also give amounts & the date of when the outcome will be known.	
	£
	£
	£

Please note:

For applications over £15,000, the Fund Steering Panel will expect to see at least a 20% match funding element of the total project cost.

3.4 Other information – please outline any other information you feel would strengthen your bid.

4.1 Where did you hear about this grant scheme?

4.2 If your application is successful, please may we use your organisation as an example to promote the Community Fund?
Yes/No (delete as applicable)

Declaration

- I/we am/are authorised to make this application on behalf of the organisation.
- I/we certify that to the best of my/our knowledge the information contained in this application is up to date & correct.
- If the information in the application changes in any way I/we will inform the Maesgwyn Wind Farm Community Benefit Fund immediately.
- I/we confirm that if the application is successful, the organisation agrees to the following conditions:
 - To use the grant only for the purpose stated in the offer letter
 - To repay the full amount advance under this fund if the project does not go ahead or is not completed.
 - To complete a Project Completion Report (PCR) within 28 (twenty eight) days of the project's completion.
 - To agree to take part in any publicity of the grant as/if required.
 - Not to use any advance for the funding of any projects that conflict or adversely affect the aims, objectives or policy of Green Energy South Wales Limited or any of its associated companies.

Name:

Position held in Organisation:

Signature:

Date:

Name:

Position held in Organisation:

Signature:

Date:

Checklist

Please ensure you enclose the following or your application may not be considered:

A signed & dated constitution (if you do not have a signed copy an unsigned copy together with a copy of the minutes of the meeting at which your constitution was adopted. If you don't have a constitution please contact The Administrator, Clive Baker, for guidance.) Please note: Schools are exempt.

A copy of your last audited accounts & last six month`s bank statements (showing the account name & details) Note: If you are a newly formed organisation and do not have audited accounts, please supply statements from the date of opening of the account. Please note: Schools are exempt.

Three (3) quotations **MUST** be supplied for **ALL** single items of equipment and for **ALL** capital items/work(s) over £500.00 (five hundred pounds). (Capital works over £2,500.00 (two thousand, five hundred pounds) are to be supported by a clear written specification).

An insurance policy (This policy **MUST** be appropriate to the project, facility or activity to be developed).

Lease agreement (where appropriate).

IMPORTANT

Please ensure that every question has been answered as incomplete application forms may not be considered and will be returned to you.

Please return this application to:

**The Administrator of The Maesgwyn Wind Farm Community Benefit Fund
c/o, Glynneath Town Council
Bethania Community Centre
High Street
Glynneath
Neath
SA11 5DA**

Administrator`s Telephone Number: 01639720731

Email: clive8377@btinternet.com