



## **Boyton Solar and Wind Farms Community Fund** **Grant Guidelines**

### **What is the Cornwall Community Foundation?**

The Cornwall Community Foundation invests and manages funds and distributes grants on behalf of individuals, companies, charitable trusts and statutory agencies to meet needs in Cornwall and the Isles of Scilly.

**Boyton Solar and Wind Farms Community Fund** is for the promotion of charitable purposes within the area of the Boyton Parish only. Making grants to offer opportunities to grass roots community voluntary groups, in particular but not exclusively for the promotion and installation of energy efficiency measures, small-scale renewable energy projects, projects encouraging physical recreation or the promotion of well-being and good health.

### **Who can apply?**

Any not for profit organisation (except those with sole political or religious purposes) based in and for the benefit of people in the Boyton Parish including:

- Registered charities
- Voluntary Groups
- Community Groups
- Clubs
- Friends Associations

### **Sorry, but this fund cannot help:**

- Statutory/Public Sector organisations such as health authorities, schools, hospitals, councils such as, town or district, or applications which *replace* a statutory service
- Other grant making organisations or bodies who fundraise or distribute grants on behalf of other organisations
- Regional offices of National bodies if they are not independent i.e. you must have your own accounts and committee
- Groups whose aims are not for people e.g. animals and plants
- Individuals or projects that help only one individual.

### **Grants will not be awarded for:**

- Works or equipment already committed, bought or completed (including trips)
- Outside County benefit and outside of the geographical area of benefit
- Unspecified expenditure
- Requests not directly relating to the proposed project

Priority will be given to 1<sup>st</sup> time applicants

## What are the criteria?

- Projects including an educational element or capacity-building will be looked upon favourably.
- Your project must be completed within one year of the grant offer unless agreed otherwise.
- You can apply for full cost recovery elements and core costs such as room rental and salaries.
- Any grant monies awarded must be spent and evidenced (by sending CCF a completed End of Grant Report with receipts).

## Examples of what can be funded (this list is not exhaustive):

- Community halls installing green energy sources or energy efficiency measures
- Supplies from locally sourced suppliers or the purchase of locally sourced goods
- Community and outside spaces to enhance the enjoyment of the environment, nature conservation or planting for the people of Boyton
- Pre-schools, After-school clubs and Schools (for non-statutory purposes) , especially those seeking to advance the education of participants within the field of sustainability and renewable energy

## How much can you apply for?

Grants range from £250.00 to £1,000.00 (higher awards can be made at the panel's discretion)

## When can you apply?

Panel meetings will occur twice annually. Please contact CCF for details of meeting dates and application deadlines. If you have internet access please click on 'Grants' at this website: [www.cornwallfoundation.com](http://www.cornwallfoundation.com) for a list of dates.

## Making an application

You will need to complete an application form, available from our website or by telephoning CCF on 01566 779333. Your application will need to demonstrate:

- How your project fits the criteria
- Signed evidence your organisation is not for profit and has charitable purposes e.g. if you are a company limited by guarantee enclose copies of your Memorandum & Articles of Association, if a community group, your Constitution or Set of Rules
- One written signed suitable reference
- An enclosed copy of your latest accounts.

You will be asked to confirm you have:

- A suitable Health & Safety Policy or Risk Assessment for the project
- A suitable Child Protection/Safeguarding Children & Young People Policy if your project involves children, young people or venerable adults
- Your staff and volunteers have passed CRB checks if applicable

## Please enclose one signed, suitable, reference:

This should be from someone that knows the organisation and the project, but not directly related. If you cannot provide a written reference with your application please explain why, without a suitable written reference being enclosed, your application will not be viewed.

## What happens next?

Once we have received your application and CCF confirms it meets the criteria, our assessor may contact you by telephone to discuss the application in more detail. Therefore please ensure the contact provided is available during office hours and has knowledge of your group. Following this initial assessment, your application will be considered by the Panel at the next scheduled meeting. You will receive the result of your application in writing within 5 working days of the panel and, if successful, a letter of agreement for signature and return.

## Publicity

Grantees are requested to co-operate with any reasonable requests by CCF or Boyton Solar and Wind Farms Grant Making Panel for publicity reports relating to the use of the grants. Unless otherwise stated, grantees agree to photographs supplied to CCF, Boyton Solar and Wind Farms Grant Making Panel, or taken by CCF, to be used for publicity purposes.

## Change of Grant use

Grants awarded *must* be spent for the approved purpose within the timeframe you specify on your application form, failing which it may be necessary for funds to be returned. If circumstances change and you wish to amend your original project you must write to CCF detailing the proposed change, with cost impacts, for the panel to consider. No work should be undertaken without the prior approval of CCF otherwise it may also be necessary for funds to be returned.

## Decisions

Please note there are limited monies available in this fund, **therefore not all eligible applications can be funded**. The decision of the Grants Panel is final.

## Monitoring and evaluation

Grantees must agree to complete an End of Grant Report (on a standard form supplied by CCF) and include receipts of any purchases.

## Need more information?

If you need more information please contact;

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Sheers Barton,  
Lawhitton,  
Launceston,  
Cornwall, PL15 9NJ  
Tel: 01566 779333  
[grants@cornwallfoundation.com](mailto:grants@cornwallfoundation.com)