



# **Community Benefit Fund Policy**

## Community Benefit Fund Policy

A 'Community Benefit' payment of £7,500, is received annually from Cornwall Council for the Ventonteague wind turbine. The Parish Council administers the 'Fund.'

### **Groups can apply for grants as follows:**

Minimum grant level - £150

Maximum grant level - £5,000.

However, the award of a larger grant may be considered in exceptional circumstances.

Match funding is not a requirement. However, if the Fund is over-subscribed in any one round, match funding could be needed. This is because some successful applicants may receive partial, rather than full grant awards for their projects.

In these circumstances, where the demand for grants exceeds the money available, some applicants may also be unsuccessful.

The Members reserves the right to request any documents it feels necessary to support the application.

The following information will be required for all applications and must be submitted with your application form-

- The previous years audited/agreed accounts for your organisation where available depending on the size of the organisation applying.
- A copy of the minutes where the decision is made.

In addition, the following information is required for grants between £150.00 to £1000.00

- Details and costings on the project for grants below £500.00
- A copy of three estimates for grants above £500.00

The following additional information may be required when submitting the application form to support an application of £1000 or over.

- The 'Terms of Reference' and/or Constitution for your organisation where available depending on the size of the organisation applying
- Safeguarding Policy
- A copy of three quotations for grants £1,000 or above
- Information advising the number of people who will be using the facility/benefiting from the grant
- Signed letters of support from existing and regular weekly users and groups and/or evidence of community consultation
- Proof of any shortfall/match funding required to deliver your project
- A milestone and payment schedule for the project
- A copy of your planning permission approval documentation (where applicable)

- The Members reserves the right to request any other documents it feels necessary to support the application.

### **Area of Benefit:**

Projects and initiatives for which grants are requested must be located within and/or primarily benefit residents and communities in the St Erme Parish Council area.

### **Project Purpose:**

Priority will be given to educational, environmental and community projects or initiatives within the St Erme Parish Council area. These should be consistent with the principles of sustainable development and must deliver positive outcomes for the community living in the St Erme Parish Council area.

Funding will be available for projects that meet at least one or more of the following criteria:

- Projects or initiatives that promote and/or involve the installation of energy efficiency measures, small-scale renewable energy projects and education relating to these.
- Building or landscaping projects or initiatives for the benefit of the community.
- Projects or initiatives that will improve the local environment for the community through planting or other such enhancements.
- Projects or initiatives that encourage physical recreation and/or the promotion of wellbeing and good health.
- Projects or initiatives to mitigate climate change, and education relating to this.
- Projects or initiatives to support nature conservation, and education relating to this.
- Other community projects or initiatives within the St Erme Parish Council area.

### **Eligible Organisations:**

Eligible organisations who can apply for funding include:

- Local voluntary and community groups and charities
- School Parent Teacher Associations
- Social enterprises including co-operatives, social firms, community-owned enterprises/community interest companies and development trusts provided they operate on a not-for-profit basis.

Organisations need to have a written constitution, or a set of rules, or a governing document and will need to have a bank or building society account with a minimum of two signatories in place before applying for a grant.

Organisations that have already received grants from the Fund can apply for further grants each year, including for projects or initiatives that already received a grant from the Fund. They can also submit more than one application to each round of the Fund.

Organisations that are not awarded grants are welcome to reapply for a grant for the same project or initiative in the next funding round, unless advised otherwise.

## **Exclusions**

Grants will not be available for:

- Commercial organisations.
- Private membership-based sports clubs and facilities unless membership is open to the general public without undue restriction (i.e. not membership by nomination organisations).
- Projects that only benefit one individual.
- Projects and initiatives that promote religious or party-political objectives
- Retrospective funding, i.e. projects that have already been completed, whether or not already paid for.
- Works considered a statutory responsibility.

## **Judging Criteria**

The main criteria used when assessing applications received will be:

- The social, economic, and environmental benefits which will result from the project or initiative.
- The level of community support for and (where relevant) involvement in the project or initiative.
- The number of people who will benefit from the project or initiative.
- The ability of the applicant to deliver the project or initiative.
- How the work will be continued after the project or initiative has been completed, i.e. its sustainability and legacy.
- Value for money.

## **Deadline for Applications**

Applications will be accepted from 1<sup>st</sup> January each year with a closing date of 28<sup>th</sup> February. Those applying will be asked to present their projects to the community at the Council's Annual Parish meeting in March.

Applications will be considered by 30<sup>th</sup> April.

## **Successful Grant Applications**

Successful applicants will receive a letter of confirmation that their application has been successful. A full report on completion of the project will be required and any unspent monies returned to the fund must be received by 31<sup>st</sup> December in the same financial; year unless otherwise agreed by the Members.

The Members may fund the grant as one payment made with the letter of confirmation, or it may fund the application at staged payments on the production of paid invoices.

Partial payment of the grant may be made at the start of the project with a final payment made at the end of the project subject to paid invoices, the completion statement and supporting evidence having been received.