Gwynt y Môr Community Fund
Applicant Guidelines

These notes should be read before applications are submitted to the Gwynt y Môr Community Fund. It is also advisable to refer to these notes during the application process.

!We highly recommend contacting the Gwynt y Môr Fund Manager or CVSC fund representative before completing or applying!

For further help or advice please contact the CVSC Grants team: 01492 523845 / grants@cvsc.org.uk

What is the Gwynt y Môr Community Fund?
Gwynt y Môr is the world's second largest operating offshore wind farm, located off the North Wales coast. It is a £2bn partnership between innogy SE (50%), Stadwerke München GmBH (30%), Macquarie Infrastructure and Real Assets (20%). The Gwynt y Môr Community Fund is money provided by the partnership to support coastal communities in Conwy, Denbighshire and Flintshire.

Launched in July 2015 the scheme is independently managed by CVSC, in association with DVSC and FLVC. Applications to the fund are assessed by an advisory panel on a quarterly basis. The panel comprises of community representatives from each of the counties and independent experts.

Fund Overview

The fund will offer:

- **Micro Grants:** grants up to £1,500
- **Small Grants:** grants up to £20,000
- **Large Grants:** grants up to £75,000

All applicants will be required to submit an application form. For groups seeking grants over £20,000 additional supplementary information will also be required.

Your application will need to support the delivery of at least one of the fund's three themes:

Theme 1: Building strong, cohesive and sustainable communities

- Where people share a common vision, where peoples' differences are appreciated and accepted
- Where people have the same opportunities regardless of background
- Where people of different backgrounds can develop strong positive relationships
- Where people want to live and work now, and in the future
- That are prosperous, vibrant and improve peoples' quality of life

Theme 2: Developing prosperous, enterprising communities with strong economic growth

- Creating new job opportunities and/or sustaining existing jobs
- Helping people to develop new or improve existing skills
- Providing ongoing support and mentoring for people entering training and/or employment

Cymorth Cymunedol Gwirfoddol Conwy
Community Voluntary Support Conwy
ARIANNWYD GAN GWYNT Y MÔR
FUNDED BY GWYNT Y MÔR

Theme 3: Reducing poverty and inequality in communities

- Reducing unemployment and raising household incomes
- Improving the health and educational outcomes of families living in poverty

Eligible Organisations

Organisations within the specified area of benefit* will require a written constitution, a set of rules, or a governing document and will need to have a bank or building society account (in the name of the organisation) with a minimum of two signatories in place before applying for a grant.

Eligible Organisations, who can apply for funding include:

- Voluntary, community groups
- Parish / Community Councils / Town Councils
- Social enterprises (including credit unions, co-operatives, social firms, community owned enterprises, community interest companies and development trusts) provided they operate on a not-for-profit basis



See map on page 6

Exclusions

Grants will not be available for:

- × Commercial organisations
- × Individuals
- × Any works considered a statutory responsibility, such as scheduled transport services, works to public highways and public car parks
- × Projects that are religious in focus or that support a party political campaign or cause or may bring the fund or the funder into disrepute
- × Retrospective funding, i.e. projects that have already been completed, whether or not already paid for
- × Building up a reserve or surplus, whether distributable or not
- × Costs associated with 'Asset Transfers' from Local Authorities (i.e. legal costs, feasibility costs etc.) However, once the Asset has been transferred, the group responsible for the amenity is eligible to apply for a grant from the fund
- × CIC by share organisations
- × Any form of registered company limited by shares
- × Organisations that do not have two signatories per financial transaction (must not be related) cannot apply



Cymorth Cymunedol Gwirfoddol Conwy
Community Voluntary Support Conwy
Ariannwyd gan Gwynt y Môr
Funded by Gwynt y Môr

Completing the Application Form

Section 1: About you/your organisation

- What is your role within your group? (e.g. Secretary, Chairperson, Treasurer etc.)
- Are you part of a wider organisation/affiliated to any national governing body or charity?
- What is your organisation type? (e.g. Voluntary club/association, youth club/organisation, charity, town/community council, environmental group etc.)

Section 2: About your project

- Tell us about your project
- What do you want to do? Why do you want to do it?
- If you undertake the project, what difference will it make in your community / to your group / the environment / the building / for your members?
- Only by clearly stating what you want to do, will the panel get an insight to your project.
- You must highlight the benefits of the proposed scheme. Only then can your application be assessed in terms of value for money.
- Don't forget to be realistic with your start and finish dates.
- You may write in paragraph form, bullet points or continue on a separate sheet of paper. Try to be concise and keep to the main points.
- What evidence do you have that the project is needed? Do you have any evidence to support this? For example, surveys, and community consultations
- How would this funding help you to achieve your goal?
- What difference will the project make? (e.g. purchase of new equipment will allow us to set up new mother and toddler class, or, project will enable this redundant building be reopened as a Guide and Scout hut, or, project will create 30 new club members/a new job, etc.)
- Measurable outcomes for your project.

Section 3: Financial Details

- This section deals with project costs
- Any item costing more than £5,000 will require 3 quotes,
- Any item under £5,000 we will require to see 1 quote
- You should list every item / element you are seeking funding for
- Include the net cost, the VAT element and total cost
- State clearly whether your organisation can reclaim VAT
- If you propose to reclaim VAT only include the net cost of each item
- Applicants are encouraged to find match funding for their projects; however, this is not mandatory and there is no set amount for match funding required
- List all other funders / potential funders, confirmed or unconfirmed and the amount you are seeking from them.
- Finally, at the bottom of this section state how much grant aid you are seeking

Section 4: Applications from £20,000 to £75,000

In addition to the above, groups seeking funding for more than £20,000 will need to present the following as part of the application:

- 3-year business plan / development plan.
- Match funding is not essential; however, it is highly recommended that match funding is sought. You are strongly advised to speak with the Grants Funding Officer before submitting your application. Examples of match funding include - Cash (own funds or other funder), Volunteer time or other in-kind contributions, Assets, etc.

- The maximum grant that can be applied for is £75,000 over a 3-year period – BUT larger applications may be considered under special circumstances (Contact the fund manager to discuss).
- Organisations can only receive a maximum of £75,000 grant in total from Gwynt y Môr over a (cumulative) 3-year period.

Essential Information:

- The Gwynt y Môr Community Fund can support both capital and revenue projects.
- New groups without audited accounts will need to submit a recent bank statement.
- Applicants are expected to demonstrate the community support for a project by means of independent letters or email evidence/letters of community support for project (5 max)
- If your project requires planning – please ensure you have planning permission in place or that at least a pre-planning enquiry has been made before submitting this application as issues such as planning and structural works often take longer than expected and may delay any potential grant award and subsequent payment.

Groups will also be asked to submit the following supplementary information:

- Copy of organisation constitution
- Equal Opportunities, Safeguarding and Language Policies – if relevant
- Written quotes or estimates
- Copy of last available accounts
- Up to date bank statement
- Evidence of project need (community consultations, feedback etc)

Following any grant award:

The contact person will receive a letter outlining the panel's decision. If your application is successful you must agree to:

- Submit receipts for all expenditure
- Submit reports as requested (these will be commensurate with the size and complexity of your project)
- Use the monies exactly as specified in your application unless prior agreement from CVSC is granted
- Publicise the Gwynt y Môr Community Fund

PLEASE ENSURE THAT YOU SPEAK TO A GRANTS OFFICER OR CVSC OFFICER BEFORE SUBMITTING YOUR APPLICATION.

GDPR Statement

Community and Voluntary Support Conwy (CVSC) operating on behalf of the Gwynt y Môr Community Benefit Fund, will use the information contained in your application document, including personal information, to process your funding application. This involves the sharing in full with our partners (DVSC, FLVC, Denbighshire, Flintshire, and Conwy Councils, RWE, members of the panel and any independent evaluators that are contracted by us). The information will be entered on a database utilised by CVSC and its Third Sector Support Wales partners (further information and our privacy notice are available from https://thirdsectorsupport.wales/privacy). Information for feedback purposes will also be entered on RWE renewables' own system on our service and RWE will contact you regarding this. The information will be held for the length of the GYM project and then destroyed securely.

Please return completed Application Form and supporting documents to:

grants@cvsc.org.uk or CVSC, 7 Rhiw Road, Colwyn Bay, Conwy. LL29 7TG

For further help or advice please contact:

grants@cvsc.org.uk or 01492 523845

To find out more about how the Gwynt y Mor Community Fund is making an impact locally, visit the dedicated page on **@NWOffshoreCF**



Created by:	Checked by:	Date:	Rev:
LH	KW	11/06/2015	v1

Content custodian:

The content of this map can only be modified with the consent of the above named person

Reproduced by permission of Ordnance Survey on behalf of HMSO.
© Crown copyright and database rights 2014 Ordnance Survey 0100031673

RWE
The energy to lead
RWE Innogy UK Ltd
Unit 22
Baglan Bay Innovation Centre
Baglan Energy Park
Central Avenue
Port Talbot
SA12 7AX
T +44 (0)1639 816180
I www.rwe.com/uk

Sheet size: A3	Scale of original: 1:145,000

Site:
Gwynt y Mor

Title:

Proposed area of community benefit for Gwynt y Mor Wind Farm

© Copyright RWE Innogy UK Ltd. No part of this map may be reproduced without prior permission

Community Voluntary Support Conwy
Cymorth Cymunedol Gwirfoddol Conwy