

NEWLANDS COMMUNITY FUND

NGN NEWLANDS COMMUNITY BENEFIT FUND GUIDANCE NOTES FOR APPLICANTS

What is the Newlands Community Benefit Fund?

- The Community Fund is an extra voluntary benefit offered by the Operator, 'SE10 PEP Ltd' to the communities living closest to the wind turbine at Newlands Farm. The Fund will pay to NPTCBC £25,000 upon the Commissioning Date of the turbine and a further payment of £10,000 on each of the 5th, 10th, 15th and 20th anniversary of the Commissioning Date, together with the Final Payment to be paid no later than 3 months after the 25th anniversary.
- The Neath Port Talbot County Borough Council will perform the duties of the Grant Management Organisation (GMO) and will administer the Fund each year for the exclusive benefit of the Ward of Margam.

How to Apply?

Please read these Guidance Notes to find out more about the Newlands Community Benefit Grant and the type of projects we are able to fund.

- Check that the project you wish us to fund is eligible by reading the Guidance Notes provided. If you need clarification please contact the Project Development & Funding Unit (NPTCBC) on 01639 763390 or 01639 763552.
- Please ensure that all questions in the Application Form are answered and that all supporting documentation that has been asked for is provided. Incomplete submissions may not be considered.
- The Newlands Community Fund is an Open Programme and you can apply at anytime of year. The Steering (Assessment) Group will determine bids on a regular basis. Applicants will be notified of the outcome of their bid within eight weeks of the submission date.

- Completed Applications are to be returned to the Project Development & Funding Unit (PDFU), Neath Port Talbot County Borough Council, Room 307B, Civic Centre, Port Talbot, SA13 1PJ.

About the Grant

The primary intent of the Fund is to support projects that support local cultural and/or educational initiatives within the Ward of Margam. The Grant can be used to acquire essential items of capital equipment, materials, events, activities and productions. This is not an exhaustive list; please seek advice from the PDFU.

Eligible Applicant

Applications will be accepted from voluntary/community organisations that are constituted with a Bank Account in the name of that Organisation (requiring at least two authorised signatures to access funds). Local charities and not for profit organisations can apply. The Fund will not support projects that should be financed by statutory agencies. Grant will not be awarded to individuals, only constituted groups. Applications from the Private sector and professional fundraisers will be deemed ineligible. Schools will be eligible to apply for projects that are not part of the traditional school day. The Fund will support Applications from the area affected by the opencast operation.

How much can you apply for?

You can apply for funding between £100 and £500. Grants will be awarded for capital items and events, etc but not for running costs and operational day to day expenses. Whilst there is no requirement to match fund an Application to the Community Fund, bids that indicate an element of match funding will be considered more favourably in assessment.

There will be no retrospective funding.

The Applicant should await the outcome of the Steering Group assessment in writing before any start is made on the project that is to be funded.

What can be funded?

Projects that have a positive impact upon local cultural and/or educational initiatives, in terms of engagement and wider community benefit, will be supported. The Application Form must describe the project or the activities you need the grant for. The project should not duplicate existing provision but complement what is happening in the community.

Work that will score well in the assessment of the bid might include new, additional or improved facilities or services. Projects that require funding for repair, replacement or renewal will not be a priority for the Community Fund.

Organisations that apply to the Community Fund must prove that their project is sustainable in the long term and that the project will continue beyond the life of the grant.

Bids that will not be supported in assessment might include those that require funding for:-

- Refreshments, food and drink (and fireworks).
- Day to day running costs (like insurances, repeat facility hire charges, affiliation fees, etc).
- Trips and excursions outside the project area (unless they are of educational or cultural value and have a demonstrable long lasting benefit to the community).
- Projects that impact upon and affect the sustainability of existing provision perhaps elsewhere.
- Religion and Faith groups and the advancement of any religion (unless for instance the building that is to be improved by the grant has a community benefit).
- Politically biased charities or organisations.
- Projects involving membership only organisations where the general public are unable to use facilities.
- Core staffing costs
- Purchase of land

(This is not an exhaustive list – please contact NPTCBC on 01639 763390 or 01639 763552 for further advice).

All project submissions will be assessed on merit. The Steering Group's decision is final.

Second and Subsequent Applications to the Fund.

Specific projects that have previously been awarded funding from the Newlands Community Fund will not be able to make a subsequent application for the same project. A second application can be made for a different project that offers different or complementary outcomes. This is dependent upon the Steering (Assessment) Group receiving a Project Completion Report (PCR) for the earlier Newlands Community Fund Grant. The PCR confirms that the earlier grant aid has been invested as intended and in so doing the project has met the proposed outcomes.

Assessment Criteria

It is envisaged that the Newlands Community Fund for the Ward of Margam will receive, from the outset, many worthwhile Applications. It is important that the Applicant makes as strong a case as possible by answering all the questions in the Application Form. Applicants should be aware that project assessments will be based on the following criteria:-

- ✓ The project should benefit a wide range of users of all ages and abilities and improve community life.
- ✓ The project should make significant improvements to a facility, which should enhance existing activities or enable new ones to take place.
- ✓ There is clear evidence of need for the project.
- ✓ There is an element of match funding.
- ✓ Your project has support from the local community and other organisations.
- ✓ Projects are self sustaining once the initial project funding has been invested.
- ✓ Value for money.

It is not expected that every assessment criterion will be relevant to all projects, but your Application must be able to demonstrate specific and measurable benefits for the local community.

Declaration

The Applicant is to sign that to the best of knowledge the information contained in the Application is correct and the person signing off the Application is authorised to do so.

If the information offered in the Application changes the Applicant will inform the Fund immediately.

If Grant aid is awarded it is to be used only for the purposes stipulated in the offer letter. The Fund reserves the right to recover Grant aid that is inappropriately used.

The Applicant will abide by the Terms & Conditions of Grant aid and agree to complete the Project Completion report (PCR) if requested.

The Grant Management Organisation reserves the right to carry out spot checks and to monitor a cross section of successful bids. The GMO may ask to see evidence of project expenditure, such as receipts or invoices.

Completed Applications that are accompanied by a signed and dated Constitution, Accounts and other relevant supporting documentation should be returned to:-

The Project Development & Funding Unit
Room 307B
Civic Centre
Port Talbot
SA13 1PJ

Marked “Newlands Community Benefit Fund Application”.