

Mid Hill Wind Farm

Banchory Community Fund Guidelines

1. Mid Hill Wind Farm

On behalf of Fred Olsen Renewables, Mid Hill Wind Limited (MHWL), owner of the Mid Hill Wind Farm, has set up a community benefit fund to contribute to the communities near which it operates.

The fund available was initially £100 per installed megawatt (MW), per annum, index linked to inflation. The wind farm is currently planned to have a generating capacity of 57.5MW in Phase 1 and an additional 18.4MW in Phase 2.

This total amount available each year rises to compensate for inflation.

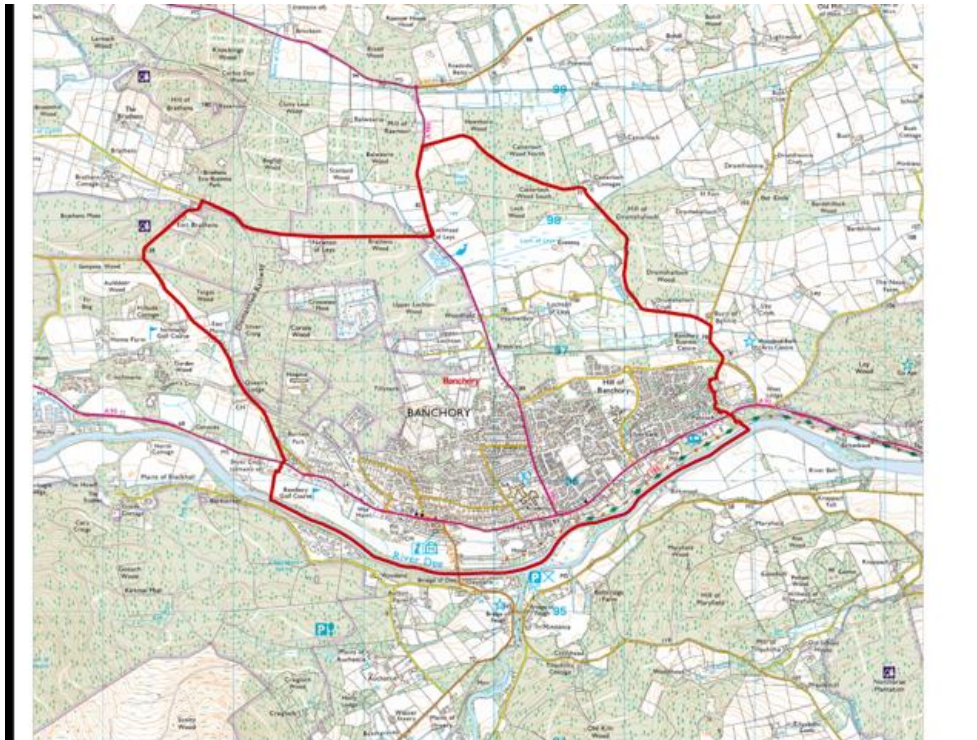
The Community Fund will be known as Banchory Community Fund and applications by organisations requesting funding may be made at any time. A review of applications will be made two times per annum. A decision on whether to support applications and the amount of funding recommended will be made by BCC who will be advised by a sub-committee comprised of three BCC members and two representatives of the communities which the Community Council serves. All applications along with recommendations for funding will be forwarded to Fred Olsen Renewables. Provided that they are in agreement with the recommendations, Fred Olsen Renewables will approve and distribute funds directly to the applicant/s. The process from application to successful applicants receiving funds is expected to take approximately 6 months.

2. Funding Guidelines

Funding from the BCC Community Fund is available to organisations within the BCC area for the benefit of its community. These Guidelines have been produced to assist those who are applying for such funding.

3. Geographical boundary

You can verify whether you live within the qualifying BCC area by checking on the Aberdeenshire Council website or by reference to the map below-



4. What projects are eligible to apply to the fund?

To apply for funding, community groups or organisations must be properly constituted. You do not need to be a registered charity to apply for a grant but you must be able to demonstrate community benefit. If you would like to make an application but are not part of a properly constituted group or organisation, please contact the Community Council. The fund welcomes applications from organisations that make a difference across a range of areas:

Children and young people – projects focused on improving access to facilities, activities and services for younger members of the community.

Community buildings and amenity sites – projects, which maintain and develop buildings and amenity sites being used and run by the community, especially projects that help ensure their sustainability for the future.

Community transport and communication initiatives – schemes that promote mobility of people and information in the community.

Conservation, wildlife and animal sanctuary projects – in particular those, which improve the use of and access to communal land as defined by access legislation and other land as agreed with the Landowner.

Culture and Heritage – projects that celebrate, protect and promote culture, history and heritage.

Education and skills development – group and community based programmes, particularly for those who have had no previous access to training opportunities.

The elderly – projects focused on improving access to facilities, activities and services for more senior citizens in the community.

Energy efficiency and environmental sustainability – projects to minimise energy loss, promote the use of green energy or sustain the natural and built environment.

Health - projects focused on improving access to facilities, activities and services that aim to improve the health and wellbeing of the local community, including through sports.

Regeneration – community projects that help to reduce crime levels, increase employment, housing or improve the physical environment.

Self-help groups – community groups that deliver services to specific sectors of the community that are in need.

Vulnerable people – projects focused on improving access to facilities, activities and services for people with disabilities, the homeless and those who are disadvantaged.

Any other project your group feels will bring benefit to the community in the area.

5. What will not be funded?

The aim of the fund is to ensure that there is a real benefit to the community it serves, so the following will not be funded:

- Projects outside the defined BCC boundaries,
- Fundraising for national or regional charities unless the funds are going directly to a group or project operating in the area of benefit.
- Any project the financing of which is the legal responsibility of any third party, unless explicitly agreed in writing prior to submitting your application.
- Sponsorship.
- Improvements to land that is not open to the general public.
- Projects or activities promoting political or religious objectives.
- Deficit or retrospective funding (i.e. activities that have already taken place).
- Any purpose that adversely affects or works against the interests of the wind farm or the owner of the land on which the wind farm is constructed or the Company or any of its subsidiary or related companies.
- Any purpose that adversely affects or works, whether directly or indirectly, against any form of renewable energy development.
- Projects or activities which support an individual or individuals who are not acting on behalf of a group or organisation with the capacity to benefit the wider community.
- Projects and activities likely to cause divisiveness or community disharmony.
- Applications for projects made by individuals or agencies where commission or other payment is made to that individual or agency.
- Applications for projects made by individuals or agencies for re-distribution to other separate individuals or agencies.
- Applications to support “commercial gain”.

6. What information do you need to provide?

It will help your cause if you can demonstrate any or all of the following:

Need: Demonstrate a clear need for the project and what support you have from the local community. It will help if you can provide evidence of research or consultation with those who will directly benefit – tell us about it!

Community Use: Show the true extent of the proposed project or funding in terms of duration and numbers of beneficiaries.

Community Involvement: The fund would like to support projects where the community is already helping itself and where there is enthusiastic input from committed and resourceful people.

Value: You need to demonstrate value for money as well as careful and realistic budgeting; show sensible costings and provide estimates from more than one source. It will help if projects already include revenue from other sources (are already part-funded or match funded).

Legacy: We need to know if your project has a legacy or if it requires on-going maintenance. If that is the case, tell us about how you plan to sustain this.

6. How long is funding for?

Our grants are for one year and should be spent within 12 months of receipt. Applicants can apply for funding in consecutive years but should not assume that these will be successful as applications from groups that have not previously received funding may be given higher priority.

Funds not used within 12 months of award may be absorbed back into the fund and re-distributed, through an audit of receipts.

7. What level of funding is available?

With the Mid Hill fund, there is a limit of three years community benefit that can be applied for in any one year. However, only in exceptional circumstances will funds in excess of the annual community benefit be awarded, as any such overspend will reduce funds available in subsequent years.

Should the members of the four communities covered by the Mid Hill fund wish to work on joint projects providing benefit to more than one area, applications for funds could be made in each of the areas that would benefit. The funding requested from each area should be proportional to the benefit to that area.

8. The application process

Applications can be submitted between the 1st of April and 31st of March and, provided that it is received at least two weeks in advance, an application will usually be considered at the next meeting of the BCC Sub-Committee. Copies of the application form will be made available either in hard copy, e-mail, or online through the MARR website and Facebook to interested parties.

You can ask for advice and guidance during the application process.

Once your application is received, BCC may wish to contact you or your group for further information. It is important that the person nominated on the form is knowledgeable about the project.

The BCC Sub-Committee will assess applications against the criteria herein and nominate projects to be passed to Fred Olsen Renewables for funding approval.

All decisions of the BCC Sub-Committee will be advised to the Secretary of BCC in order that they can be noted at the next Community Council meeting. The acceptance or rejection of the Sub-Committee recommendations will be recorded in the minutes.

9. How will funding decisions be made?

A BCC Sub-Committee will assess the applications, consider the benefit offered by each application, the level of funding required and make recommendations on the awarding of funds to Fred Olsen Renewables.

The objective is that the decision process will be fair, transparent and without bias. We will consider all applications equally; hence BCC Community Council members and members of the Sub-Committee will not be able to vote for applications in which they have a vested interest.

10. What do I need to send with my application?

As well as the appropriate completed application form, you will be asked to provide:

- **Constitution** - A signed copy of your organisation's governing document, constitution or memorandum and articles of association. In the case of a

Short Form application this could be a simple set of rules and the project description. Your organisation should operate with regard to equal opportunities best practice and this should be reflected in your constitution.

- **Accounts** - A copy of your organisation's most recent accounts. If you have been running for over one year, we would expect to see a full set of accounts showing a breakdown of your annual income, expenditure and carry-forward balance. If you are a new group (less than twelve months old), a recent bank statement plus an annual budget/cash flow forecast showing estimated income and expenditure is acceptable. These documents should be signed by your treasurer. If your organisation doesn't have a bank account, it is possible for you to nominate another organisation to receive payment on your behalf. The nominated organisation should be willing to provide confirmation that they are able to ring-fence your grant within their own accounts.
- **Child and Vulnerable Adults Protection** - A copy of your child protection policy. If your organisation works with children or young people (under 19 years), or individuals with disabilities or the activity you are applying for will involve working with children or young people, you will need to provide a copy of your child protection policy. If you do not have such a policy, your local Council for Voluntary Service may be able to assist.
- **Permissions** – if your project requires a landowner or landlord's permission, you should produce a letter from him or her to that effect. You should also provide documentation to show that planning permission has been obtained and is still valid, if required.
- **Plans and photographs** – if your project involves an element of development, you should provide a location plan, photographs of the site, as it is today and plans/sketches showing what is proposed.
- **Costs and Value for money** – you should provide evidence to support the amount of money you've applied for. This should demonstrate that the project provides value for money. You should supply multiple quotations where possible and the reasoning behind the selected quotation. It doesn't have to be the cheapest but you must explain the decision.
- **Independent referee** – This referee should be someone who knows about your organisation but who is not a trustee or a committee member. It could be a volunteer or someone who takes part in events or activities. It could

be a member of the clergy, a policeman, councilor or a professional who knows your group and its activities well.

11. What happens once a decision has been made?

Offer or refusal letters will be sent out following the next BCC meeting. The offer letter will include any conditions imposed by the BCC sub-committee. A copy of the letter must be signed and returned before payment can be made. You should not commit any money before you have received your offer letter and conditions.

You should not use an award for any other purpose than that applied for. Should you need to request a change of use for any award made, you must submit your request in writing before committing or redirecting any funds.

Decisions made by the BCC sub-committee will be final and no negotiations or appeals will be entered into with the applicant.

12. What are my responsibilities?

Successful applicants must provide a written report including copy invoices to Banchory Community Council upon completion of the project or within twelve months, whichever is sooner. If applicable, suitable photographs should be provided. Banchory Community Council will be permitted to use such photographs to demonstrate projects assisted by the funds.

It is important that projects are completed within the required timescale and that this is demonstrated using the criteria presented in your application. If this is not done, it may jeopardise future funding availability for your own and other organisations.

Any press references with regards to the project should refer to the funding source by stating either 'made possible by the Banchory Community Fund' or 'part funded by the Banchory Community Fund'.

14. Who to contact?

For more information or for application forms, please contact either Rebecca Glansbeek, Treasurer, BCC

Tel: 01330 825359
Email: theglansbeeks@yahoo.com

Or

Rob Sadler, BCC

Tel: 01330 823115
Email: Robsadler2009@hotmail.co.uk

Application Forms can be downloaded from: <http://marrareapartnership.org.uk>

Frequently asked questions

Why is the Mid Hill community benefit being administered by Banchory Community Council?

Natural Power have a policy of only dealing with Community Councils and Community Associations.

Why does the application process take so long?

We have to give organisations reasonable time to prepare their applications. We then need time to consider the applications and make our recommendations to Natural Power. Natural Power then need time to consider our recommendations and issue funds.

Will the process be reviewed?

The process will be reviewed annually.

Why is the Community benefit fund so low?

The agreement with Natural Power was put in place some time ago.

What is the cost of applying?

Applying to the fund is free.

Can I apply as an individual?

We will generally only accept application from groups (two or more people). This is the first step in ensuring there is wider support for a project. However, individuals are requested to contact the Community Council should they wish to make an application.

How often can we apply?

You can apply each year.

Can our group submit more than one application each year?

Only one application from any one group is permitted in a year.