



NCE Community Fund Guidance Notes

November 2017

Introduction

The fund is donated by Nottinghamshire Community Energy (NCE), a community benefit society that owns and operates a 5MW solar farm at Langar, Nottinghamshire. The Community Fund is managed by a sub-committee of the Board of Directors. On an annual basis the Directors will approve a sum to be awarded to the Community Fund. The intention is to award £20,000 to the Community Fund every year for the first 3 years of the operation of the solar farm. The aim is to maintain an annual community fund at this rate for the life of the solar farm.

Applications are invited for grants for community projects of a minimum of £2,000 and a maximum of £10,000.

Eligible organisations

Applications are invited from registered charities, community benefit societies, schools and not for profit organisations.

Individuals, companies, Councils will not be eligible.

Funding Priorities and Criteria

The following criteria will be applied when allocating the Community Fund in the current funding round:

- The grant will be for a defined project within Nottinghamshire
- Preference will be given to projects that make a measurable contribution to reducing carbon emissions, but projects that contribute to wildlife habitat regeneration, the local environment or reduce fuel poverty will also be considered.
- Applications with an element of co-funding, although not essential, will be looked upon favourably.
- The grant should not be used to replace funding which is available from a statutory source.

Conditions

- The organisation must keep a financial record and be able to evidence spending on request.
- The project must be completed within one year of grant approval.
- Successful applicants will be invited to attend the AGM of Nottinghamshire Community Energy, where a brief presentation on grants awarded by the Community Fund will be made to members.

- A brief written progress report may be required by the Community Fund mid-project and a final report will be required at the end of the project.
- Any unspent funding, or funding spent which is not in line with the grant approval, must be returned to the Community Fund.

Application Procedure

Applications need to give us a strong enough sense of key aspects of the proposal to enable us to assess the likelihood of the project meeting its objectives.

Please use the NCE Community Fund Summary Form. Please make sure you cover all the matters outlined below.

- The case for the importance or need for the project.
- Specification of how the project will meet at least one of the criteria specified. For example, how much carbon will be saved per year? How many people will be alleviated from fuel poverty?
- Who will benefit? Which group(s) of people? Where do they live? How many will benefit?
- Specification of the budget. List the how the grant will be spent. Specify if the budget is based on firm quotes or estimates. How will any additional costs of the project, not funded by the grant, be met?
- Provide a timeline with a start date, end date, and the timing of key steps or milestones in the delivery of the project.
- Provide sufficient background information about your organisation and the key people who will deliver the project so that we may judge how likely the project is to be successfully delivered. For example, a track record in past delivery of similar projects or brief CV of key people.
- The name and contact details of a referee, to whom we may refer for an opinion on the application.

Completed applications must be submitted by email to Philip Angus
philip.angus@nottenergy.com