



GREAT AND LITTLE CARLTON WIND TURBINE COMMUNITY FUND



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Great & Little Carlton Wind Turbine Community Fund

Application Guidance Notes

Background

The wind turbine fund benefits the parishes Great and Little Carlton (30%) Gayton Le Marsh (30%), Theddlethorpe (20%) and Saltfleetby (20%). The legal agreement with the Parish Council was established in 2011 and in 2015 the Carltons residents decided to self-manage the fund. The first payments to the Carltons took place in 2016 and are for approximately £20K per annum. In 2019 the Parish Council, through dialogue with residents, decided to offer places for residents on the operationally independent community fund committee. Accounts are verified annually via external local accountants.

Guidance

These guidance notes provide a brief explanation of the information boxes from the application form. The more detail you can provide in the application form the better we will understand your application and the less questions / additional information we will require.

For each application, you will have the opportunity to attend a funding meeting where you can present a summary of your application and / or answer questions. Grant funding meetings will be held biannually in February and August. Dates will be posted in the village notice boards, Earburn, Facebook, and the parish website, with the applicants notified accordingly. Applications must be received by midday on 1 February or 1 August to enable them to be considered prior to the meetings.

If an application is successful, the applicant has 1 year from the granting of the application to spend the allocated funds on their project. Extensions are at the discretion of the Wind Turbine Community Fund Committee. Applicants must declare any underspend, so that these monies can be returned to the Great and Little Carlton Wind Turbine Fund to benefit future applicants.

Successful projects will be required to acknowledge funding from the Wind Turbine Community Fund in any publicity related to the project. As a minimum, applicants are required to send photos and a few lines of text to: clerk@carltonsparishcouncil.gov.uk within one month of the project being completed. This information will then be made available for the residents of the Carltons in order to show how the allocation of grant money is being spent.

Please state within the application who the grant is for if it is different to the contact details supplied, i.e. applying for a minor or third party. If you have any questions which are not addressed in the guidance notes, please contact a member of the Wind Turbine Community Fund Committee via clerk@carltonsparishcouncil.gov.uk or



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RESPECTING THE PAST AND
LOOKING TO THE FUTURE



telephone one of the committee or the Wind Turbine Clerk/Responsible Financial Officer. Contact details can be found via: <https://carltons.parish.lincoln-shire.gov.uk/about>

Section 1 – Contact Details

Please state your name (for personal applications) or the name, address and the postcode of your organisation. Please also provide a contact name for any correspondence; this must also be the person who signs the form on behalf of the organisation. If any of these details change whilst your application is being processed it is essential that you contact us and update the details.

Section 2 – About you or your organisation

Please give details of what your organisation does, including your aims and objectives, and describe the work of your group. Your organisation does not need to be a registered charity to apply for a grant but the grant purpose must in some way benefit the local community.

Does your organisation operate within Great and Little Carlton and will the project benefit any other Parishes within the Wind Turbine community?

Section 3 – Project Information

This is your opportunity to provide details of your scheme and demonstrate its positive aspects. What you say and how you say it here will be a key influence in the decision-making process. If you require additional space, please attach any additional sheets of paper and reference them within this box.

Is this a personal or project application?

Does the application meet the criteria of the Wind Turbine Community Fund purpose?

If you are applying on behalf of a for-profit enterprise, please be very clear on how this grant will benefit the local community as the Fund is unable to fund private for-profit enterprises.

Grants will be made for applications that benefit people in the community in one or more of the following areas:

1. Environmental Activities - Biodiversity, energy, food, sustainable transport, waste and recycling, regeneration, green activities.
2. Educational / Skills Development - Bursaries for students, grants for books on course reading lists, grants for local computing course and access to computers.



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RESPECTING THE PAST AND
LOOKING TO THE FUTURE

3. Sports/Leisure - Children's play area, sports equipment, recreational areas, seating, activity areas, public internet access.
4. Community Facilities - Village hall, community groups.
5. Community Care – address support and/or relieving hardship or distress of persons in need, including the young, elderly or disabled. Purchasing specialist community care equipment, for example medical defibrillator.
6. Investment – Future investments for long term income.
7. Infrastructure - Cable (TV/broadband), footpath, car passing places, lay-by, kerbs, speed monitor.
8. Maintenance - Stewardship of parish assets.

How will this project benefit the Carltons?

The aim of the Community Fund is to provide something which will benefit our villages and our residents. This section is vital for any successful application so please include all the benefits and details of how often it will be used. How many people potentially does this application benefit? Is there a clear demand in Great and Little Carlton?

How much grant funding are you applying for?

Please specify how much money you wish to claim from the Wind Turbine Community Fund. If the application is successful, this figure will be the maximum money granted and a further application would be required to draw additional funding.

What is the total cost of the project?

This is the total cost of the project including matched funding and should reflect all costs which will be incurred for the project's completion including fees, construction and purchases. Please also submit three "like for like" quotes for the cost of the project. The number of quotes can be reduced through discussion with the funding committee, if applicable. It is acceptable not to include multiple quotes for applications or parts of applications for £600.00 or less.

Is this application for the full amount for the cost of the project?

Is the application request 50% or less than the project costs?

Has professional advice been sought to deliver the project if needed?

Has the organisation considered future management of the project and what will happen beyond the life of the grant funding?



GREAT AND LITTLE CARLTON WIND TURBINE COMMUNITY FUND



RESPECTING THE PAST AND
LOOKING TO THE FUTURE

Supply details of match funding if applicable.

If the project is to receive funding from other sources such as personal contributions, other grants etc, please specify who is providing the funding and how much. Applications which receive funding from other sources will be viewed more favourably in the decision-making process. Volunteers' hours can be noted here.

When will the project start?

Please provide a rough estimate of when the project starts, this will give the funding committee an idea of the timings of the project. The start date is provided as a guide and if the project slips behind please notify the committee.

Assessment Process

Applications will need to be received by midday on either the 1 February or 1 August. Applications received after these dates will not be considered in the current round and not carried forward to the next round. The grant applicant must re-submit the application.

Applicants may make one re-submission for the next round if the Wind Turbine Community Fund Committee consider this is appropriate. If the application is rejected again, it cannot be submitted for a minimum of 2 years to allow other applicants to access funding.

All applications will be made available for the Wind Turbine Community Fund Committee approximately 14 days before the bi-annual meeting to enable the Committee to prepare.

Applicants will be invited to attend meetings to present a 3-minute summary and any further information that has arisen since the application was submitted. Applicants should also be prepared to answer questions from the Committee.

The Wind Turbine Community Fund Committee decision is final as there is no appeal process.

For queries about this process, please contact Mrs S Bristow, Clerk/RFO
E Mail: clerk@carltonsparishcouncil.gov.uk Tel: 07480 109228