



NEWNHAM
PARK

**Newnham Solar Community
Grant Fund
Guidance Notes T2**



Nov 2017

What is the Newnham Solar Community Fund?

The Newnham Solar Community Fund supports projects that as a basic rule, comply with the following conditions for a project to be eligible:

1. The project will take place in one or more of the parishes of Shaugh or Sparkwell.
2. The project consists of works or other activities that would not otherwise be achieved as a result of the legal or statutory obligations of the Energy Centre operators or Parish Councils.
3. Applicants must show evidence of support from local community organisations such as Town / Parish Councils or special interest groups.

Please read these guidance notes carefully. For advice please contact the Newnham Solar Community Fund Scheme Administrator by email at admin@newnhamsolarfund.com

These guidance notes cover:

Qualifying parishes
Who can apply to the fund?
Types of project
Who / what is not eligible?
How much is available?
When are grants awarded?
What supporting information is required?
Help and advice on completing the application form
Explanation of the project appraisal procedure
What does claiming the grant involve?

Qualifying parishes:

Shaugh Prior & Sparkwell

Who can apply to the fund?

Newly formed or small community groups who have not operated long enough or are not large enough to comply with the usual criteria of being an established community group. An example could be a newly formed Mother & Toddler who wish to purchase some play equipment, but have no formal structure or bank account etc. In this case the Village Hall (acting as Sponsor) would be given a grant up to £250 to purchase the equipment on the new groups behalf, in the event of the group lapsing the Hall would retain ownership of any residual equipment.

Types of project

By the community for the community, with the aim of bringing social, amenity, educational and environmental benefits. The fund is intended to support local community projects, groups and organisations who operate for the benefit of local residents who live within the parishes of Sparkwell and Shaugh Prior.

Who / what is not eligible?

- Individuals.
- For profit organisations or private gain.
- Organisations established for political or religious purposes.
- Organisations that are socially exclusive e.g. where there are unreasonable restrictions on membership inconsistent with equal opportunities and discrimination against minority groups.
- Only one application can be usually made per applicant in any 12 month period.

How much is available?

The total sum of funding available is £11k per annum.

The maximum grant award is £250, but all awards are scored on merit and are dependent upon available resources.

When are grants awarded?

Completed applications will be accepted at any time, but will be considered at least three times a year at the Newnham Solar Community Fund meetings. We will try our best to estimate how long you are likely to wait for a decision from when you make an application.

What supporting information is required?

In addition to the completed application form, copies of the following supporting documents

Must be submitted:

- Breakdown of project costs;
Supplier quotations for each item / activity over £50
- Please provide us with as much detail as possible about the project i.e. how the costs have been broken down.
- A completed Sponsor form

Help and advice on completing the application form

For advice please contact the Community Fund Scheme Administrator at admin@newnhamsolarfund.com

Applications will be assessed by the Newnham Solar Community Fund based on the information provided.

Personal representation cannot be made by the applicant at the meeting. Recommendations for grants will then be made by the Newnham Solar Community Fund group to Sparkwell Parish Council as the accountable body for these funds.