

Eligibility Criteria

Introduction to the Trust

Muitheabhal Community Wind Farm Trust was established as a charitable community trust in 2010. The fund is managed by a board of Trustees. Full details of the Trustees can be found on the website.

The Trust has the following charitable purposes:

- The trustees hold the trust fund for the benefit of the residents of the Western Isles (Comhairle nan Eilean Siar council area) who are in need by reason of *age, ill health, disability, financial hardship or other disadvantage*.
- The trustees shall apply the trust fund for the benefit of the residents within the defined trust area (see definition of trust area below) as shown in the Deed of Appointment in order to:-
 - o *Promote and provide facilities, or to assist in the provision of facilities and activities for recreational and other leisure time occupations so that the inhabitants' condition of life may be improved, whether working alone or in association with the local statutory authorities, voluntary organisations, groups and inhabitants;*
 - o *Advance education and educational opportunities for the benefit of inhabitants of all ages; and*
 - o *Promote and actively carry out the conservation, preservation and restoration of the environment, heritage of the Western Isles, including the promotion of sustainable development of crofting land and traditional farming methods*
- The trustees may also at their sole discretion apply the trust fund for the benefit of the inhabitants of the Western Isles as they see fit.
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Muitheabhal Trust Area

As outlined in the Deed of Appointment and therefore forming 'priority areas' for funding, the following areas and villages are defined as the *Muitheabhal Trust Area*:

Pairc – including villages of Orinsay, Lemreway, Gravir, Calbost, Marvig, Cromore, Caversta, Garyvard, Kershader, Habost, Sheildinish

Kinloch – including Soval and villages of Keose Glebe, Keose, Laxay, Valtos, Balallan, Eishken, Seaforth Head, Arivruaich, Kintarvie, Aline

North Harris – including villages of Bowglass, Ardvourlie, Scaladale, Eilean Anabuich, Maraig, Rhenigadale

Who can apply?

Muaitheabhal Trust can accept applications from the following provided that the project's main aim covers at least one of the Trust's charitable purposes:

- *Community, voluntary groups and social enterprises which benefit residents living within the Muaitheabhal Trust Area (priority group)*
- *Community, voluntary groups and social enterprises which benefit residents living within the Western Isles.*

To be able to apply you must also have:

- An adopted constitution, or other governing document
- A current bank account and copy of your most recent approved annual accounts (new groups can provide a projection of the first year's income and expenditure)
- Evidence of need for the project
- Evidence project meets the Trust's priorities for funding (see below).

What are the Priorities for Funding?

Muaitheabhal Trust have identified priorities for funding. Applications submitted which can demonstrate these will be prioritised and scored more highly.

- *Projects which cover one or more of the Charitable Purposes of the Trust.*
- *Projects which can demonstrate addressing (priority given for the Muaitheabhal Trust Area):*
 - o *Supporting population growth*
 - o *Reducing geographical handicap and remoteness*
 - o *Supporting young people/ families / older people to live in our community*
 - o *Improving community infrastructure*
 - o *Sustaining, promoting and expanding our natural environment and crofting*
 - o *Supporting our Gaelic language and culture*
 - o *Social inclusion and supporting vulnerable groups*
- *Projects that will benefit a large percentage of the community.*
- *Projects that can demonstrate and evidence need and support within the community.*
- *Projects that can demonstrate using MCWFT funds to lever-in other funds into the area.*

What financial assistance is available?

At the present time, until the future operation of the Wind Farm is clearer, £200,000 will be made available over 2017.

As the Fund develops and grows, this amount will be increased, as will the target and priority groups.

Projects may claim up to 70% of total eligible project costs from the Muaitheabhal Community Wind Farm Trust.

The maximum grant request will be £50,000. However, the Trustees have the right to award higher grants in special circumstances based on application strength and community benefit.

The minimum contribution from the applicant (cash or in-kind) is 5% of the total project costs – all in kind contributions to be costed based on guidelines given in these guidance notes.

The Muaitheabhal Community Wind Farm Trust can be the first funder to be secured, from there you can go on to secure other match funding.

The fund can be used for both **REVENUE** and **CAPITAL** funding:

Revenue - provision of services and supporting activities. Cultural, educational, historical, social and staff costs, training etc.

Capital – physical infrastructure such as building works, equipment or material goods.
Improving existing asset

How do we apply?

To apply for funding you should firstly submit an Enquiry Form to us. The MCWFT Manager will consider your Enquiry Form and respond to you within 7 days to either seek more information, give reasons why your project is not eligible or to invite you to then go on to complete an Application Form.

There are no deadlines for receipt of applications. Applications will be considered at Trust meetings held at monthly intervals, with cut-off dates for inclusion at these meetings being two weeks before. The decision time in relation to applications will vary accordingly, but we aim to get a decision to you within 4-6 weeks. In certain circumstances, applications for funds less than £1000 or for a specific deadline may be fast-tracked.

You can download an Enquiry Form and these guidelines from our website

www.muaitheabhal.org.uk

Alternatively contact us at 01851 880296 or info@muaitheabhal.org.uk to request an Enquiry Form and we can email one to you.

Information for Applicants

1. Initial Enquires are to be made to the MCWFT Manager or through an online Enquiry Form which will be forwarded to the MCWFT Manager. The form should contain the basic information about the project, the applicant, timescales and how it meets the criteria of the Trust.
2. After assessing the Enquiry Form and if your project appears to be eligible for funding, you will be invited to complete an application form.
3. The MCWFT Manager will assist potential applicants to understand the priorities of the Trust, but will not help with completing application forms.
4. Where projects are ineligible, feedback will be provided and where appropriate, advice offered to amend the project or advise on other sources of help.
5. The completed application will be presented to the Trustees at their monthly meeting (projects costing less than £1000 can be assessed more frequently). The application will be scored against criteria reflecting the specified priorities for funding.
6. All approvals will be made available in the public domain, through our website and newsletters.
7. Projects should acknowledge support from Muaitheabhal Community Wind Farm Trust on any documentation or publicity material.
8. Successful applicants will be provided with a funding agreement and claims guidance. Projects will be monitored from the start date given for the period of the project.
9. Claims must be made within 2 years of the project approval.
10. Funding can be paid out on submission of original invoice, evidence will then be required to show payment from bank account. 2nd payments will only be made on evidence of spend from 1st payment.
11. Applicants are to inform the MCWFT Manager of any changes to the project or delays that may occur.
12. Payments will be made through bank transfers where possible. Payment by cheque will be avoided where possible.
13. For project costs under £1000 we require one quotation, for project costs over £1000 please provide at least two quotes/estimates from suppliers. For project costs of over £10,000 please provide three quotes/estimates from suppliers and for project costs over £50,000 we require the project to be put out to formal tender.
14. The following costs are ineligible for funding:
 - a. The advancement of religion or politics.
 - b. The repayment of loans or payments of debts.
 - c. VAT that is recoverable by whatever means.
 - d. Costs already incurred or activities which will take place before a decision is made (retrospective funding).
 - e. Payments towards areas generally understood to be the responsibility of statutory authorities.
 - f. Anti-Wind Farm/renewable energy activities, including activities contrary to the interests of MCWFT.

Application Process

