

# Braemar Community Hydro Fund

2<sup>nd</sup> ROUND APPLICATION FORM – (*Application Deadline 28 February 2019*)

**Project Title:**

**Name of Group:**

**Contact details (name, address, phone and email):**

**How much money are you asking for?**

**Do you have a group bank account? (If No the Panel may offer to pay directly rather than hand over cash):**

**Description of project:**

**A) What will the outcome be and how will this benefit Braemar? The benefits could include social, economic or environmental gains.**

**Who will benefit? Is the benefit recurring or is it a one-off?**

**Do you need any permissions (e.g. planning consent, landowner permission) and are they in place?**

**What is the total cost? Outline any other fund raising plans. If additional funds are already in place please describe.**

**List the main items and costs of the project. What is the schedule to deliver it? If there are on-going maintenance costs these should be discussed.**

**Applicant Group**

<b>1<sup>st</sup> Signature</b>	<b>2<sup>nd</sup> Signature</b>
<b>Print (name)</b>	<b>Print (name)</b>
<b>Date</b>	<b>Date</b>

Please return this form by e-mail to [braemarhydro@gmail.com](mailto:braemarhydro@gmail.com) or to the Panel Secretary, Dave Sherrard, at 12 Chapel Brae.

Your application will be acknowledged.

Braemar Community Limited administers this fund on behalf of Braemar Community Hydro. Guidance notes are attached for reference. Please address any further queries to the Secretary at the above e-mail address.

## Guidance notes

### Applications

The fund is open to applications from community organisations located within the Parish of Braemar.

The Application Deadline will be advertised in advance in local media.

Applications should be submitted to the Secretary on the Application Form, who will acknowledge receipt. In some circumstances the Panel may ask for further information.

Applications can be for any amount up to £3,000. In general it is preferable for applicants to source funds from more than one source, especially for larger projects.

### Meeting Procedure and Frequency

The Panel will meet up to twice per annum to consider applications. The Panel will normally meet in private but may occasionally request applicants to attend.

Awards may meet applications in full, in part, or not at all.

Awards will consider which applications have the greatest and widest benefit to the community of Braemar and will do so with consideration both to the fund balance, the number of applicants, and to any previous awards.

There is no right of appeal but applicants can reapply even if they have been unsuccessful in the past.

The fund is expected to be topped up annually based on performance of the Hydro scheme. Should all the funds be distributed at the first meeting the second meeting will not occur.

In exceptional circumstances (e.g. disaster relief) the Panel may consider applications or make funding grants outside the normal meeting cycle, beyond the parish boundary, or above the application limit.

### Applicant Responsibilities

Applications can supply back up information if they feel that is helpful; e.g. to substantiate major cost estimates.

Applicants are responsible for reporting on the use of funds and returning any funds unused within 6 months of the award. The Panel may ask for evidence of how funds were spent.

### Panel Mambers

The Funding Panel comprises five representatives. The current Panel comprises David Hampson (Chair), David Sherrard (Secretary), Sam Tait, Rhi Turner and Fraser Wood.

This Panel was nominated by Braemar Royal Highland Society, Braemar Community Hydro, Braemar Community Council, Braemar Community Limited and The Scout Association.

Panel members will use their judgement to make awards in the best interests of Braemar.