

# Sliabh Bawn Power



## Sliabh Bawn Power DAC Community Benefit Fund 2019

### General Fund Guidelines

Administered by SECAD Partnership CLG

#### 1. Overview of the Sliabh Bawn Community Benefit Fund

Sliabh Bawn Power DAC (“Designated Activity Company”) (“SBPD”) is committed to the development of sustainable energy in Ireland. SBPD has a fundamental role in meeting Ireland’s 2020 target of achieving 40% of its electricity consumption from renewable sources. We believe in working together to enhance energy security for all. As such, the communities in which we develop wind farms should be able to experience the benefit of the wind farm in the locality.

##### The Sliabh Bawn Community Benefit Fund

The Sliabh Bawn Community Benefit Fund (“the Fund”) will be available each year over the 25-year operational lifetime of the wind farm to benefit local community projects and initiatives. The 2019 Fund is valued at €87,000 inclusive of indexation. (CPI (“Consumer Price Index”) is calculated and confirmed at the opening of the Fund each year).

##### Who will benefit?

The Fund will prioritise projects and initiatives that will benefit the area surrounding Sliabh Bawn, subject to them meeting the Fund criterion. Priority will be given to projects that bring socio-economic benefit to the area including strategic projects. The Fund can be used as matching finance for other third party grants. The Fund will accept applications seeking funding to benefit a community initiative, not an individual.

##### Who can apply?

The Fund is open to community and voluntary groups, not for profit groups and organisations with charitable status. A key criteria is that the Fund should be used to benefit the local community as a whole. A maximum of one application can be submitted from each group / organisation per annum.

## 2. What the Fund can and cannot support

### Thematic Objectives – The Fund can support projects which contribute to one or more of the following thematic areas:

Recreation	Your project delivers community-based sport and recreation activities.
Social Sustainability	Your project generates greater social cohesion and/or generates health and well-being benefits.
Culture and Heritage	Your project increases cultural awareness and preserves the local heritage.
Environmental Sustainability	Your project enhances the local, natural and built environment for the community. Community energy efficiency schemes are also eligible.
Tourism	Your project develops new, and strengthens existing tourism initiatives, which make a contribution to the local economy.

### The Fund cannot support:

<ul style="list-style-type: none"> <li>• Applications from individuals;</li> </ul>
<ul style="list-style-type: none"> <li>• Applications that only benefit an individual;</li> </ul>
<ul style="list-style-type: none"> <li>• Applications that promote religious or political activities;</li> </ul>
<ul style="list-style-type: none"> <li>• Operational/running costs;</li> </ul>
<ul style="list-style-type: none"> <li>• Statutory organisations or the direct replacement of statutory funding*;</li> </ul>
<ul style="list-style-type: none"> <li>• Applications for funding to cover the cost of; <ul style="list-style-type: none"> <li>○ trips abroad;</li> <li>○ retrospective funding;</li> <li>○ activities which do not directly benefit the local community and are not deemed as 'charitable';</li> <li>○ Salaried positions.</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• Projects that may damage the reputation of the sponsor or that conflict with or adversely affect the aim, objectives or policy of the Service Provider, Sliabh Bawn Power DAC or any other associated company;</li> </ul>
<ul style="list-style-type: none"> <li>• Projects that duplicate work that the sponsor or other third parties have already committed to or completed in the area.</li> </ul>

\*The Fund does not normally support statutory or other accountable bodies (including schools) unless they can provide evidence that the project is community-led, open, accessible and for the benefit of the community and not a statutory responsibility.

If a school wishes to apply to the Fund, they must demonstrate that their project would not normally be funded by the Department of Education and Skills. If in doubt, please contact SECAD.

## 2. What the Fund can and cannot support (continued)

### Multi-Annual Funding

Support to larger projects can be facilitated through a multi-annual agreement. In cases such as these, a contract is issued to the group for an overall sum, which is then paid in set instalments on an annual basis e.g. €6,000 x 4 year = €24,000. As a multi-annual award is paid over a number of years, the award must be fully drawn down before a group can apply for further funding.

In order to be considered for multi-annual funding, the following must be demonstrated in an application:

- The project will be completed in the first year of the contract (accompanied by appropriate sign off / verification as outlined in contract, e.g. Engineers / Architects report);
- Only legacy / strategic projects will be considered for multi-annual support e.g. community hall renovation, development of sporting facilities, upgrade of basic services.

Please note there are strict publicity requirements for multi-annual projects referenced under the Standard Terms and Conditions, Section 2.5.

## 3. Application Process

All Projects involving construction, renovation, structural or ground works must apply with proof of planning permission or an exemption letter from the Local Authority or Local Area Engineer.

Projects valued less than €3,000 and involving the purchase of goods, services and equipment may qualify for a 100% upfront advance payment (see Section 9 below for more details).

There is no upper limit on project value (subject to Fund availability), although applicants are advised to consider requesting multi-annual funding for larger projects.

Projects which positively impact on the communities living close to Sliabh Bawn will be prioritised, subject to meeting all other terms and conditions.

Festivals and events may apply for support (including multi-annual arrangements).

Projects valued greater than €3,000 are not eligible for advance payment, payments will be made following completion of the project.

### Application Process

1. Go to the application portal at:  
<https://www.sliabhawnwindfarm.ie/community-benefit/>
2. Create an account, and log into the Application Form;
3. Provide details of the group/organisation and project;

### 3. Application Process (continued)

#### 4. Upload the following documents:

- A copy of a recent statement from the applicant group/organisation's **bank, or credit union account** showing clearly the group name, BIC & IBAN;
- A copy of your group/organisation's **signed and dated constitution** (a template is available on request from SECAD). Please note, at a minimum a constitution should include confirmation that:
  - the organisation has charitable purposes;
  - is not for profit in nature; and that
  - no directors or trustees are remunerated.
- **Quotations** to verify the value of each item / service you wish to purchase, as follows:
  - If any individual item is less than €5,000, you need one quote for that item;
  - If any individual item costs €5,000 or more, you must provide **three quotes** from **three different suppliers**;

#### 5. For works relating to renovation/construction/refurbishment/structural the following is required:

- Where the applicant group is not the owner of the premises, a lease or letter of permission from the owner to undertake the proposed works is required. The lease must be valid for 3 years. The letter of permission must be dated within 3 months of the application submission date and remain valid for a minimum of 3 years.
- Planning permission or a letter of exemption from the relevant Local Authority or Local Area Engineer.

Please note, construction/renovation/refurbishment/structural projects will not proceed to evaluation if planning permission or letter of exemption from the relevant Local Authority or Local Area Engineer has not been uploaded with the application form.

It is the responsibility of each applicant to determine whether any aspect of their project requires planning permission before submission of application.

If your organization is VAT registered, no claim for payment may be made for the VAT element of expenditure.

You will receive an e-mail to confirm receipt of your application with a copy of your application form in an attached PDF document, which may be printed for your records. (Please ensure to check your spam/junk mail box)

SECAD will make checks to ensure the applicant group/organisation and proposed project meet the Funds' eligibility criteria.

Your project will then be assessed, during which time you may be contacted by the SECAD team to discuss the project in more detail. SECAD reserve the right to ask applicants to submit further information in support of their application.

## 4. Evaluation Criteria

Each application received by the Fund will be evaluated according to the following criterion:

- **Project location** is the project located within the hinterland of Sliabh Bawn, or provides services to the area from a Service Centre
- Demonstration of **the need and potential impact** of this project on the people and communities who live within the area surrounding Sliabh Bawn;
- Project **life-span / appropriate project timelines & costs**;
- Contribution to **thematic objectives** of the Fund as set out in Section 2 above (consistent with Sliabh Bawn Power DAC core values);
- Contribution of project to **social inclusion** within the locality.

## 5. Key dates

The key dates regarding the 2019 call are as follows:

Fund opening date: 19<sup>th</sup> November 2019

Fund closing date: 31<sup>st</sup> January 2020

Notification of outcome: 31<sup>st</sup> March 2020

Applicants can expect to be informed of the outcome of their application no later than the end of March 2020.

Please note, if we are experiencing any delays due to application volume, we will inform you of same.

**Please note applicants that do not submit the required documentation with the application form, e.g. planning permission, planning application number or planning exemption, will not proceed to evaluation. If your project passes evaluation stage, and it is later determined that an aspect requires planning or exemption from planning the funding offer will be withdrawn.**

## 6. The Decision-Making Process

The decision to award funds depends on the outcome of the evaluation process. The applications which proceed to evaluation stage are evaluated by the Sliabh Bawn Community Benefit Fund Evaluation Panel (the "Panel") with final approval and sign off from Sliabh Bawn Power DAC.

**Please note, canvassing or lobbying of any Panel member will result in automatic disqualification.**

In some cases, an application may be deferred, SECAD may then request additional information to be provided in order that your application can be reconsidered during a subsequent call.

### Feedback

Throughout SECAD's grant-making policy and specific fund/programme criteria, care is taken to assess all applications against criteria in a consistent and equitable way. Although the decisions made by the Panel/Funder(s) are final, SECAD can provide feedback on unsuccessful applications, if requested.

## 7. Contract Offer

Successful applicants will receive a provisional grant offer letter and contract, which must be accepted, signed and returned by post to SECAD within 10 working days.

The provisional grant offer letter may stipulate conditions which will need to be fulfilled within the 10 day timeframe. Along with the contract, successful applicants will receive the relevant grant claim log in details and guidance notes relating to the drawdown of funds.

Please note, no expenditure in relation to grant aided elements of the project should be incurred until the signed contract has been received by the applicant group/organisation and signed by both the applicant and SECAD as GMO.

### Project Closing Dates

All contracts contain a closing date after which time your grant offer will lapse and cease to be payable, generally this is 6 months from date of issue.

If, for some reason, your project has become delayed and will not be completed by the closing date, please contact SECAD immediately.

**Please note, groups/organisations must complete a project, submit claim documentation and satisfy the terms of the contract before they can submit an application to the next round of funding.**

## 8. Payment

### Name of Grant Recipient

When processing your grant payment SECAD will make the payment to the name of the group/organisation stated on the contract. All the documentation required, such as invoices, receipts, etc., must be in the same name.

### Bank Account & Project Payments

Each applicant should have a bank or credit union account in the name of the group/organisation and that all payments should be made through this account.

Please note, in exceptional circumstances and through prior agreement with SECAD, organisations that do not have their own bank account may nominate an organisation to hold the funding on their behalf.

### Grant Claim

Please remember that for funding to be paid out, you must submit all the necessary documentation required. Please note that if documentation is missing or incomplete, this will delay the processing of your claim. SECAD will issue a "Claim for Payment Guide" when issuing your contract, which provides details on the documentation required to accompany your claim.

### Project Monitoring

Where multi-annual funding is agreed, an appropriate monitoring framework will be implemented.

SECAD and SPBD reserve the right to undertake a monitoring visit to any of the funded applicants.

## 9. Advance Payment

For certain project types (please see qualifying criteria below), SECAD will make an advance payment of 100% of the contract amount, once the contract has been signed by both the applicant group and SECAD. Advance payments will be issued by 31<sup>st</sup> May, subject to the criteria listed below.

To qualify for advance payments, projects must fulfil the following qualifying criteria:

- Purchase of goods, services and equipment only;
- Quotation(s) must be submitted in advance, as part of a complete application, from service/goods provider;
- Maximum project value €3,000.

The following projects will not be considered for advance payments:

- Multi-annual projects;
- Projects which include construction/renovation/refurbishment/structural or landscaping works;
- Projects where any permissions are required, including but not limited to planning permission, owner permission, heritage/conservation officer etc.

On completion of the approved project, each applicant group will be required to upload invoices, receipts and bank statements to demonstrate project expenditure was undertaken in accordance with the contract.

In the event a group does not complete a project in full accordance with the contract, SECAD may seek reimbursement of the initial funding provided to the group/organisation.

## 10. Further Information

Please get in touch with SECAD if you have any questions:

Tel: 021 461 3432

E-mail: [info@secad.ie](mailto:info@secad.ie)

Web: <https://www.sliabhawnwindfarm.ie/community-benefit/>

SECAD Partnership CLG

Middleton Community Enterprise Centre,

Owennacurra Business Park,

Knockgriffin,

Middleton,

Co. Cork.

P25 Y893