



# Community Benefit Fund Guidance Document

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## SSE Renewables Community Benefit

The SSE Renewables Community Benefit Funds provide grants to local community groups and not-for-profit organisations located within 20km of the wind farm. The funding supports projects that will create positive social and environmental impacts ensuring the communities adjacent to the wind farm receive real and tangible benefits from the development that will create a sustainable legacy.

### 1. Eligibility

Applications are welcome from local community groups and not for profit organisations located within 20 kilometres of the wind farms, with priority given to groups within 5 kilometres.

#### **All applicants must have:**

- **A constitution** - formally known as a memorandum and articles of association, this governing document outlines the objectives and rules for your organisation.
- **Organisational bank account** - you must have a bank account or credit union account in the applicant's name.

### 2. Fund Criteria

The fund is to be used to provide support for projects in the communities in which we are investing. The following themes have been established and any successful application must meet one or more of the following outcomes:

#### ➤ Community Development

Your project strengthens the ability of local groups to meet their own needs. Empower communities to develop through measures which demonstrate long-term social, environmental or economic improvements.<sup>i</sup>

#### ➤ Energy Efficiency

Your project delivers reduced energy consumption through energy efficiency and / or involves generating clean renewable energy.<sup>ii</sup>

#### ➤ Sustainability/Climate Action

Stimulate meaningful regeneration to improve or enhance local infrastructure, landscape, biodiversity, or heritage and make a lasting difference to the places we live, work and visit.

#### ➤ Safety

Your project will enhance the safety for members of the community.

### **Multi-annual Funding**

To support large scale transformational projects, SSE Renewables will consider multi-annual funding. It is expected that multi-annual funding will help community groups secure bridging finance and / or source other capital funding to progress such projects.

Under this strand, a contract is issued to the group for an overall sum, which is then paid in set instalments on an annual basis over the duration of agreement. These types of projects will need to ensure satisfactory governance is in place, and additional supporting documentation will be required annually to show evidence of the project maturing year on year before drawdown.

**The award must be fully drawn down before a group can apply for further funding.**

The fund will also consider applications for both capital and revenue funding.

**Capital funding** - can be used to purchase assets, either new or the significant refurbishment of existing assets. These are expected to have “wider community benefit” and to have an expected lifespan of at least 5 years.

**Revenue funding** - can be used where there is no lasting asset. Revenue funding can be used to put on events, performances and activities or pay for trips and excursions.

### 3. Ineligible Costs

The below costs will not be eligible to receive funding:

- Applications that promote religious or political activities
- Existing loans, debts, or retrospective supports – you must apply for future needs.
- Applications that only benefit an individual
- Activities which do not directly benefit the local community or align with any of the priority themes outlined.
- Recurrent operational or running costs (e.g., annual insurances)
- The direct replacement of statutory funding

### 4. How to apply

If your project meets the fund criteria, please complete and submit an application form, which can be downloaded on the website under the relevant project

[www.sserenewables.com/communities/community-fund-locations/ireland/](http://www.sserenewables.com/communities/community-fund-locations/ireland/)

Please submit applications to the email address stated on the application form with the required supporting documentation.

**Please note any applications submitted after the deadline and/or missing the supporting information will not be considered.**

## 5. Supporting documentation

For your project to be eligible for consideration you will need to ensure you have the following in place before applying to the fund.

For applications under €3,000 only documents with an \* are required. For requests over €3000 all documentation is required.

### ➤ Constitution Document\*

Your group / organisation should be properly constituted. Your constitution should be signed and dated and should outline your group / organisation's purpose, as well as its governance and committee structure.

The constitution should include confirmation that:

- The organisation has charitable purposes.
- Is not for profit in nature; and that
- No directors or trustees are remunerated.

The Wheel have developed a governance resource for small community and voluntary organisations. A constitution template is provided on page 22.<sup>iii</sup>

### ➤ Bank / Credit Union Account\*

A bank / credit union statement header showing the name and address of the group applying for the grant, IBAN, BIC and bank branch details must be submitted at application stage.

All project expenditure must be made through this account and grant payments will be paid into this account.

### ➤ AGM Minutes

If your organisations constitution requires you to hold an AGM please provide a copy of the latest AGM minutes

### ➤ Audited Accounts

Confirmation of income and spend in the last year or a copy of annual accounts.

### ➤ Quotations\*

Quotations must be submitted with your application to verify the value of each item / service you wish to purchase. If any individual item costs €10,000 or more, you must provide three quotes from three different suppliers.

## Evaluation Criteria

Outlined below are the scoring criteria for all grants. The maximum score for any application is 42.5 points. For your project to progress to panel a minimum of 21 points must be achieved. Projects under this threshold will not be progressed.

Evaluation Criteria	Objective	Available Score
<b>Distance from the wind farm</b>	<p>Applications are welcomed for projects within 20km of the wind farm. Projects closest to the wind farm will receive highest marks under this criterion.</p> <p>Within 5km – 7.5 points</p> <p>Within 6 - 10km – 2.5 points</p>	<p>Max points available 7.5 points</p>
<b>Project Criteria</b>	<p>5 marks will be awarded to projects that meet the following criteria.</p> <ul style="list-style-type: none"> <li>- Energy Efficiency – 5 points</li> <li>- Sustainability/Climate Action – 5 points</li> <li>- Safety – 5 points</li> <li>- Community Development – 5 points</li> </ul> <p>Each year one theme will be prioritised and if your application meets that criteria an additional 5 marks will be awarded.</p> <p><b>Please demonstrate in your application how your project meets the named criteria.</b></p>	<p>Max points available 25 points</p>
<b>Number of beneficiaries</b>	<p>Your project will be scored based on the number of people benefitting from the grant.</p> <p>0 - 30 beneficiaries – 1 point</p> <p>31 - 50 beneficiaries – 2 points</p> <p>51 - 100 beneficiaries – 3 points</p> <p>101 - 200 beneficiaries – 4 points</p> <p>200+ - 5 points</p>	<p>Max points available 5 points</p>
<b>Additional funding</b>	<p>Additional points will be available to projects where additional funding has been secured.</p> <ul style="list-style-type: none"> <li>- Funds secured via fundraising efforts – 1 point.</li> <li>- Own organisation reserves being utilised – 1 point.</li> <li>- Funding secured from other grants – 1 point.</li> </ul>	<p>Max points 3</p>
<b>Previous Funding</b>	<p>In order to ensure the funding is used to create maximum impact, preference will be given to</p>	<p>Max points 2</p>

	<p>those who haven't received funding from SSE in the last 18 months.</p> <p>If no funding has been received in the previous 18 months 2 points will be awarded</p>	
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## 6. Grant Offer

Applicants will be notified of the outcome within 4/6 weeks of the closing date.

### ➤ Successful Applications

If your application is successful grant offer letters containing the terms and conditions of the offer will be emailed to the named recipient on the application. Grant offer letters must be returned within 14 days and clearly state the address to which the cheque should be posted.

### ➤ Unsuccessful Applications

Unsuccessful applications will be notified via email with a short justification behind the decision. Unsuccessful applicants will be welcome to reapply to subsequent funding rounds. There is no process of appeal on the decisions.

## 7. Contact Information

Information is contained within the community's section of the [www.sserenewables.com](http://www.sserenewables.com) website. If further information is required, please email [communityfundireland@sse.com](mailto:communityfundireland@sse.com).

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<sup>i</sup> [Goal 11 | Department of Economic and Social Affairs \(un.org\)](#)

<sup>ii</sup> [Goal 7 | Department of Economic and Social Affairs \(un.org\)](#)

<sup>iii</sup> [TheWheel\\_SustainableCommunities\\_Governance\\_FINAL ELECTRONIC\\_0.pdf](#)