

Humber Gateway Offshore Wind Farm Community Support Fund Application Form



Helping our communities.
We're on it.



Guidelines

About the Humber Gateway Project

In 2015, E.ON reached a major landmark when the Humber Gateway wind farm became fully operational with all 73 turbines generating two months ahead of schedule - producing enough renewable energy to power up to 170,000 homes.

The wind farm was officially opened by Andrea Leadsom MP, minister of State for Energy and Climate Change in September 2015. Our Operations and Maintenance (O&M) base can be found at Grimsby and was officially opened on 1st August 2015 by Secretary of State for Communities and Local Government, Eric Pickles MP. We've invested £4m in transforming a neglected site and improving the surrounding quayside and have used 102 local sub-contractors throughout the construction. The O&M building is home to the wind farm's control room, as well as offices, stores and a workshop.

The 219MW project is located 8km off the Holderness coast.

What is the community support fund?

The Community Support Fund is a ring-fenced pot of money that has been set aside by E.ON to support smaller, sustainable projects in the parishes bordering the wind farm (between Easington and Preston). Local community groups, voluntary organisations or registered charities will be able to apply for funding.

In addition to this fund, E.ON has already committed to support three other important initiatives bringing the company's overall spend on community projects to £2m. These projects are a new visitor centre at Spurn Point, new cutting edge battery electric vehicles to provide clean, green and sustainable community transport in the Holderness area and a new Offshore Wind Apprenticeship Programme in North East Lincolnshire giving up to 15 apprentices the chance to benefit from an Advance Apprenticeship in Wind Turbine Operations and Maintenance.

How much is available for local communities via the community support fund?

The fund, which was launched in April 2015, will run for 3 years and in the first phase £100,000 was made available for qualifying projects up to a value of £10,000. 20 projects were supported in 2015. The second and final £100,000 is available from 01 May 2016.

Who is eligible to apply for funding from the community support fund?

The fund has been donated for distribution to community groups, voluntary organisations or registered charities. The fund will be made available to support sustainable projects in the following parishes: Easington, Skeffling, Welwick, Patrington, Ottringham, Keyingham, Thorngumbald, Sunk Island, Paull, Hedon and Preston.

What kind of projects could qualify for funding?

Projects will be required to meet one or more of the following objectives:

- those projects where there are sustainable environmental improvement;
- amenity projects that will make a difference to the quality of life of local communities; and/or
- projects that contribute to economic regeneration.

All projects must demonstrate sustainability so thought will need to be given to ongoing maintenance in years to come.

The fund will only be available to assist eligible organisations in the provision of equipment, construction projects and other capital works which meet the purpose of the fund. Applications for the cost of staff resources, running costs and normal planned maintenance costs will not meet with the purpose of the fund.

Who will make the final decisions on the funding?

A Committee will be set up and will consist of local people chosen by parish council representatives. Each parish will be represented. The Chairperson will be independent from the parish areas. The committee will be in place in time to review the first round of applications in August 2016.

How will the funds be distributed?

In considering and determining applications for payment from the fund, the Committee will be mindful of the desirability of allocating the available funds between the relevant civil parishes with regard to the size of their respective electorates and the impact of E.ON Climate & Renewables UK Humber Wind Limited's (Registration No. 04899318), whose registered office is at Westwood Way, Westwood Business Park, Coventry, CV4 8LG ("E.ON") operations on their communities and the environment.

Will there be a right of appeal?

Although details about why a project may not have been funded by the committee will be explained in the acceptance/rejection letter from the Chairperson, people may write to him/her for further clarification if that is necessary.

When can funds be drawn down?

This will depend on the type of projects supported and how it is that the applicants set out their cash flow forecast. Our community representative (the person responsible for managing the fund) will work with constituted community groups to make sure that funded projects are completed on time and in budget.

What initiatives will not be funded?*

- Projects outside the parishes of Easington, Skeffling, Welwick, Patrington, Ottringham, Keyingham, Thorngumbald, Sunk Island, Paull, Hedon and Preston.
- National or regional charities with no independent office in the Qualifying Areas.
- Sponsored events e.g. village fetes.
- Improvements to land that is not open to the general public.
- Projects promoting political activities.
- Deficit or retrospective funding (i.e. grants for activities that have already taken place).
- Funding cannot be allocated to organisations or groups promoting religious or political beliefs.
- Applications not made within the timeframes.

* E.ON reserves the right in its absolute discretion to accept or reject any initiative.

What supporting information is needed with this application?*

As well as this completed application form, applicants must send:

1. Permissions. If the project requires a land owner's or landlord's permission, the applicant must produce a letter from him/her to that effect. Documentation to show that planning permission has been obtained will also be needed, should this be applicable.
2. Confirmation that the relevant land is open and available to the general public.
3. Plans and photographs. If the project involves any development, a location plan, recent photographs of the site, and plans/sketches showing what is proposed must be provided.
4. An independent reference. This must be someone who knows about the organisation, but who is not on the committee, a volunteer or a user of the group. This could be a member of the clergy, a policeman, councillor or a professional local resident who knows the group and its activities well. The independent referee must sign the declaration at the end of this application form.

* E.ON reserves the right to ask for more information if needed.

What happens once a decision has been made?

- In response to each application the Chairperson will issue either an offer or rejection letter.
- Offer letters will include any conditions as to the use of the monies.
- A copy of the letter must be signed and returned before payment can be made. The agreement and relevant terms and conditions and any special conditions included in the offer letter must be accepted before the money is drawn down.
- Applicants must not commit any money before an offer letter and conditions have been received. E.ON shall not be held liable in any way for any monies spent by an applicant in relation to an initiative and the submission of an application.
- Details of all grants made will be published on the Humber Gateway offshore windfarm website www.eonenergy.com/humber.
- E.ON reserves the right to monitor and review supported projects in the delivery phase and on completion.

Application form - for grants up to £10,000

Before completing this form, please read the enclosed guidelines very carefully. Additional pages required to provide further information should be attached to the end of this application form.

SECTION 1: YOUR ORGANISATION		
Name of your organisation:		
Address:		
Contact details:	Your contact must be someone who can talk about the project and funding needs in detail.	
Position in your organisation:		
Address for correspondence:		
Daytime telephone (please include the local area code):		Evening Telephone (please include STD code):
Email:		
Website:		
Geographic area covered by your organisation:	The project for which you are seeking support must fall within our Qualifying Areas as specified in the Guidelines.	
Are you a registered charity? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, include your charity registration number: If no, what type of organisation are you?	You do not need to be a charity to apply but you will need to enclose your constitution or a simple set of signed rules.	
Is your group part of a larger organisation or is it purely a local concern?		

What is the purpose of your organisation and when was it set up?	In this section, you should detail why your group was set up, what the aims and objectives are and who the beneficiaries are for the work you carry out
Please describe who benefits from the work of your organisation (eg members or service users) and on average how many people you work with per week/month/year.	
SECTION 2: YOUR PROJECT	
Title of the project for which you are seeking support:	
Please describe the project:	Give details of the project, how it will run and what you want it to achieve.
What improvements to the local community do you aim to achieve - who will benefit from the funding and how will they benefit?	A clear statement of need will assist here. Please state how you have come to this conclusion.
How will you judge the success of the project?	If you have benchmarks/targets please tell us about them. Be realistic as we shall use them in monitoring the project.
What consultation have you done to ensure this project will meet the needs and interests of those involved?	

<p>If your project impacts upon land or buildings that your organisation does not own, who is the landowner and do you have his/her full permission?</p>	<p>Include here details of any leasing arrangement or if you intend to buy property.</p>
<p>Who will carry out the work?</p>	<p>Will it involve volunteers or a contractor?</p>
<p>How will the project be managed?</p>	<p>Please state how it will be managed in both the short and long-term.</p>
<p>Will it be fully accessible to the public?</p> <p>How many people do you expect to use the project in a typical year?</p>	<p>Please give your best estimate of usage.</p>

<p>What is the timescale for the project?</p> <p>Start date</p> <p>End date</p> <p>Milestones/key landmark events</p>	<p>When will it start and finish and are there any key landmarks along the way?</p>
<p>Are you working in partnership on this project with any other groups? If so, please list them:</p>	<p>Include the names of any community, voluntary or statutory organisations that you are working with or are supporting you.</p>

SECTION 3: FUNDING	
What is the total cost of the project including VAT?	
What is your total income last accounting year and What are your current unrestricted reserves. Why cant these unrestricted reserves not be used for this project?	
Please provide a breakdown of the main cost elements	
Item or activity:	Cost - £
Total cost of items above - £	
How much funding are you seeking from the Humber Gateway Community Support Fund?	
Is your organisation VAT registered? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Please include your VAT registration number here:	
If it is registered, what is the recovered VAT on the amount you are seeking from the fund?	
What other funding exists or is being sought?	Do you already have funds towards the project and are you applying elsewhere?

Will a grant from us assist in triggering match funding from elsewhere?	Match funding is not a condition of a grant from us but it may assist your case
Will there be any longer-term funding requirements for this project in order to sustain it in the future? If so, are they in place?	We need to be sure that you have considered the running costs
Does your organisation have a bank account and how many signatories are required?	Please provide details. Name and position of the independent examiner who has signed your accounts
If a grant is awarded, to whom should the cheque be made payable to and to what address should it be sent?	This could be your organisation or the contractor. Cheques cannot be made payable to individuals

DECLARATION

We are authorised to submit this application on behalf of the organisation and certify that the information enclosed is correct. By signing this application form, we agree to abide by the terms and conditions set out in the guidelines attached to this application form. We understand that we will be required to monitor expenditure and to provide the administrators of the Humber Gateway Community Support Fund with receipts and reports on progress of the project as required. We give permission for the fund to record the information in this form electronically. We also give permission for the fund's involvement in our project to be publicised.

Signature 1: Full name: Date:

Signature 2: Full name: Date:

On behalf of (organisation)

INDEPENDENT REFERENCE

Name:
Organisation:
Occupation:
Contact address:

Daytime telephone:
Email address:
Relationship to your organisation:

I can confirm that I know the applicant organisation. I have read this application and the request for funding and am happy to be contacted to discuss the project further.

Signature:

Full name:
Date:

This section should be completed by someone who knows your organisation and can support your application. It cannot be a member of your management committee, a volunteer or user of your group

CHECKLIST

Please ensure that you have included the following information as it applies to your project. Failure to do so may delay or jeopardise your application. Please use the tick boxes or simply mark n/a if not appropriate.

- The completed application form signed by two people
- Location plan for the project
- Photographs of the site
- Detailed plans
- Sketch of the work proposed
- Evidence of the land owner's permission (if appropriate)
- Evidence that planning permission (if appropriate) has been obtained
- Most recently examined annual accounts or, for new groups, a financial projection of the first years income and expenditure
- Quotations as required. If this is not possible, or appropriate please tell us why in the covering letter

WHERE TO SEND YOUR FORM

Please send the completed form to: Simon Taylor, Community Engagement, E.ON, C/O Mercury, The Bloc, 38 Springfield Way, Anlaby, HU10 6RJ

If you need further advice, please contact us as follows:

Tel: 01482 782287 or 07881 816369 E-mail: simon.taylor@mercury-group.co.uk

Application Timeline

Community Support Fund 2016

Opening date for applications:
00.01am on Sunday 01 May 2016

Applicants will be notified on:
Wednesday 31 August 2016

*E.ON reserves the right to monitor progress and assess finished projects against the agreed criteria

Closing date for applications:
11.59pm on Saturday 30 July 2016

*Deadline for spending allocated funds:
11.59pm on Wednesday 31 March 2017

E.ON Climate & Renewables UK Humber Wind Limited

Registered Office: Westwood Way Westwood Business Park Coventry CV4 8LG

Registered in England and Wales No. 04899318

eonenergy.com/humber