

Lybster & Tannach

Burn of Whilk Wind Farm Community Fund Guidelines Non-formal Learning Bursary Scheme

The Burn of Whilk Wind Farm community benefit fund has been established as a means of enabling Eneco UK Ltd to contribute to the communities in which it operates. These guidelines have been produced to assist those seeking grants from the fund and the Directors of Lybster & Tannach when considering applications.

Who is Eneco?

Eneco UK Ltd (Eneco) is the UK subsidiary of the Dutch Utility, Eneco. Our head office is based in Warwick with an operations base in Dochfour, Inverness. We are a sustainable energy business, incorporating both large-scale onshore wind and solar assets. Since 2008, we have built a portfolio of five wind farms in Scotland and one solar farm in England amounting to over 200MW of capacity.

In March 2014, we acquired the 22.5MW Burn of Whilk Wind Farm and in September 2015, the wind farm became fully operational.

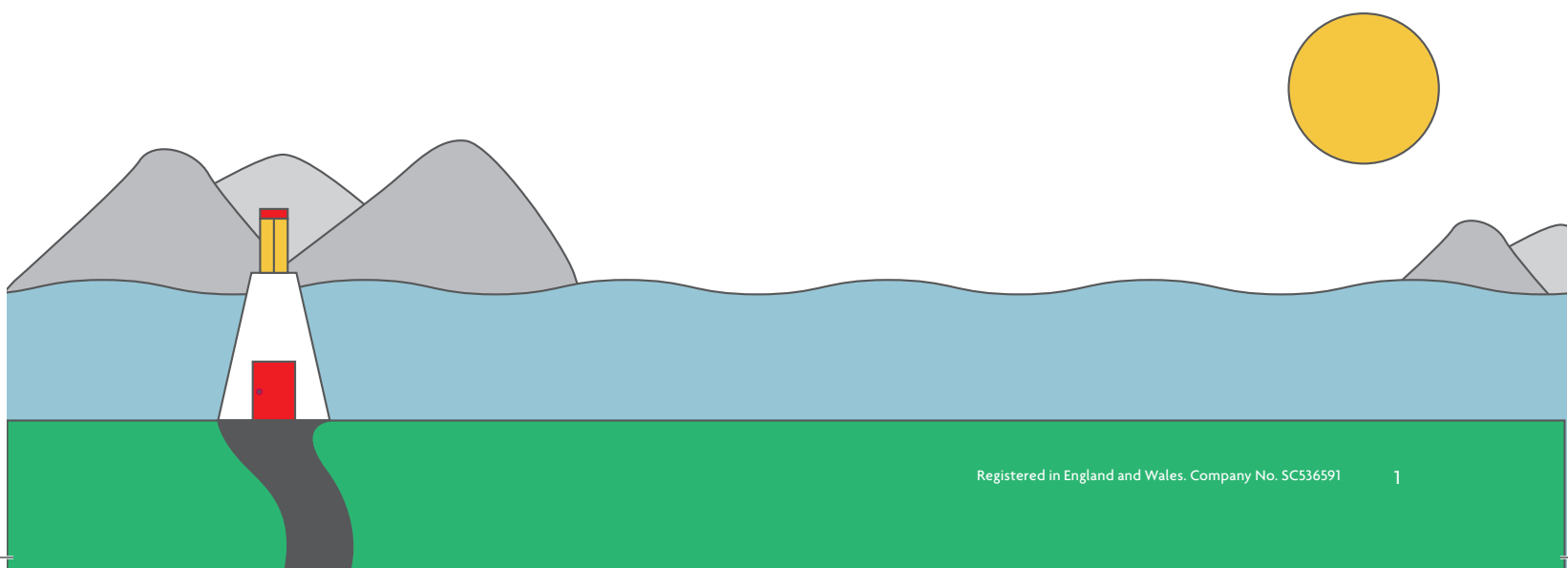
We supply our green energy to high profile businesses including Mars, Unilever, AkzoNobel, Heineken and Honda of the UK Manufacturing Ltd.

Also, after building a successful asset base, our company moved into the retail market with partners Co-operative Energy by launching a new domestic tariff in May 2016. We continue to work with partners to offer sustainable energy solutions for both businesses and consumers. More information can be found on www.eneco.co.uk.

What is the Burn of Whilk Wind Farm community benefit fund?

We have set up the Burn of Whilk Wind Farm community fund because we recognise that, in helping to satisfy society's energy needs, our activities have the potential to affect our neighbours. We accept the responsibility to minimise those impacts and to operate within the conditions of our planning permissions. We also recognise that a good corporate neighbour is one who contributes to the wider wellbeing of the community. The fund is a practical way of providing such support. The fund is for the benefit of the community and decisions on successful applicants are made by the community.

At the request from the community, the fund will be used to support non-formal learning and will be provided to successful applicants in the form of grants/bursaries.



Who is Lybster & Tannach?

Lybster & Tannach (L&T), a company limited by guarantee, is a charity which has been established to distribute benefit to the communities within the Latheron, Lybster & Clyth Community Council and the Tannach and District Community Council areas. L&T is the administrator of the Burn of Whilk Wind Farm community benefit fund.

How much money is available from the Burn of Whilk Wind Farm benefit fund?

The fund available annually is £5,000 per MW of installed capacity. The wind farm currently has an effective capacity of 22.5MW, so every year up to £112,500 (index linked with inflation) may be made available through L&T.

Fund Application Guidance

Who can apply for funding?

Applications are welcomed by individuals and community/voluntary groups looking to enrol in non-formal learning.

Specifically, we support projects that seek to improve the skills base of local communities through the development of people, thus facilitating the regeneration of the area. We are keen to support individuals and community/voluntary groups whose purposes are charitable and focus on educational, philanthropic or benevolent projects which will provide an increase in the skill sets available locally.

What is non-formal learning?

Non-formal and transformational learning belongs to a sector of the learning process that is not confined to a specific curriculum. Much non-formal learning can be structured and people are encouraged to take responsibility for creating learning experiences either for themselves, for their group or community based on what they need to know rather than what others think they ought to know.

Non-formal learning enables people to develop a critical understanding either of themselves or their place or even how they fit in their place/environment. It is usually 'transformational' meaning the person or people engaged in the activity understand that the experience will change their perspective or behaviour as a result of the experience. They may be more confident, feel able to speak out because they are better informed, feel more aware or simply able to understand in more detail why things are happening to them or their community. As a consequence of this learning, people will have the knowledge and understanding to effect change, should they so wish. Change therefore (of one sort or another) is the expectation. It can be done individually or collectively and can be gathered through either a shared or an individual experience.

What does a non-formal learning project look like?

For individuals, non-formal learning could be:

- Learning a new skill by attending a course
- Learning how to properly support a dependant relative
- Learning that is of immediate or long-term use to a community, i.e. paying for travel to attend a volunteer firefighter course; or volunteering on a lifeboat or learning how to volunteer in a 'men's shed' to decrease loneliness.

The emphasis is always on the learning that happens to the individual to increase the potential for transition and change.

- For community learning projects, examples of non-formal learning could be:
- An investigation into the use of Gaelic/Scots in the village and how it might be encouraged
- Renewable energy for all – a survey of what energy companies are being used by local people and at what cost, with the intention of helping people understand the benefit of switching suppliers
- Building a support, volunteering and learning network that brings those in isolation within a community (i.e. the elderly) into a network of volunteers whose purpose is to support the group in pulling themselves out of their present state and into another.

What is the geographical boundary for applications?

To be eligible for funding, individuals must reside in and community/voluntary groups must be benefitting those within the Community Council areas of Latheron, Lybster & Clyth and Tannach & District.

If you are unsure if you fall within these boundaries, please contact the L&T Local Development Officer.

What will not be funded?

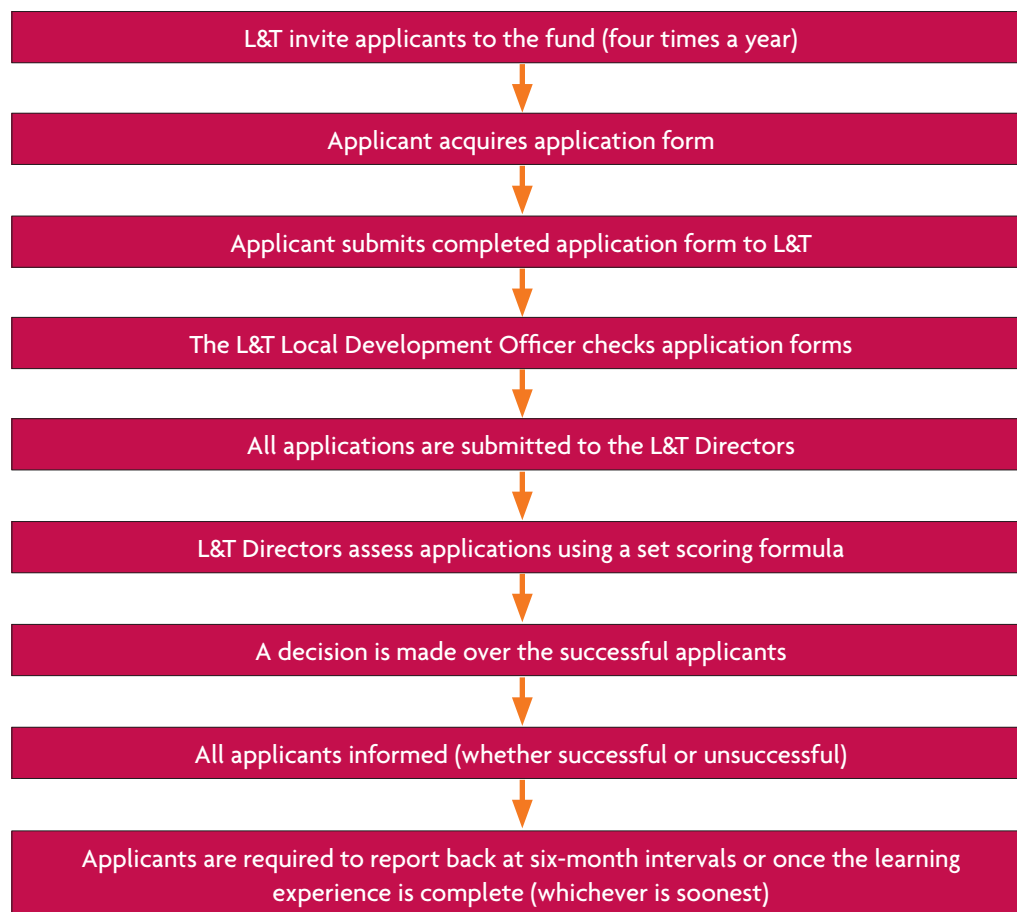
Grants with the following characteristics will not be considered:

- Participation in formal education or training, including (but not limited to) services, projects or courses run by high schools, colleges or universities
- Learning experiences of no benefit to individuals or community groups within the defined above
- National or regional charities with no independent office in the Lybster & Tannach areas
- Services, projects, courses or facilities which are funded by the local authority or other statutory bodies
- Sponsorships
- Services, projects or courses run by or promoting political groups or activities
- Religious groups
- Deficit or retrospective funding (i.e. for activities that have already taken place)
- Learning experiences considered by L&T (acting reasonably) to be adverse to its interest of the wind farm.

What criteria must be demonstrated?

Need	Demonstrate that there is a clear need for the learning experience by the individual or group. It will help if research has been conducted with those who will benefit from the learning experience.
Skills set	Demonstrate there is an increase in the skill set within the community.
Community use	Demonstrate the likely extent of community use of the proposed learning experience.
Community involvement	Demonstrate the learning experience is already supported by committed and resourceful individuals.
Value	Demonstrate the requested funding has been carefully priced and represents value for money. The budget should be realistic and quotes sought from at least three sources (if applicable).

What is the application process?



The L&T Local Development Officer or L&T Directors may wish to contact the applicant for additional information during assessment. For organisations or groups, please ensure the person nominated on the form can talk knowledgeably about the learning experience.

It may occur that partial funding is given for some aspects of an application. The ultimate funding decisions will be made by the Directors of L&T and the decision of the Directors is final.

Support and advice for completing applications can be sought from the L&T Local Development Officer.

What is the timescale?

A call for applicants will be made four times a year* through the following means: Community Councils, notice boards, local press and the L&T website.

The process from close of application date to informing applicants should typically take no longer than 31 days, subject to the volume of applications.

Our grants will be provided for one year and should be committed that year. Further funding may be applied for the following year, however, applications from individuals or groups that have not had a grant previously may be given priority. You should not assume that you will be successful in a request for repeat funding.

*Frequency of the call for applicants may increase should the Directors of L&T consider it appropriate.

On what criteria will my application be assessed?

Applications have been banded based on the amount of funding requested: band one <£1,000, band two £1,000-10,000, and band three >£10,000. Each will be assessed by the directors of L&T on the criteria based on a score of 1 – 5 for each criterion and marking guidelines set out below.

The scoring criteria

New applicant	Is this the first time the applicant has applied for funding? Marked, No = 1, Yes = Up to 5
Need	Has the applicant demonstrated a clear need for the non-formal learning project? Marked, No = 1, Yes = Up to 5
Community benefit	Has the applicant demonstrated there is a benefit from the non-formal learning project for more than just the applicant? Marked, No = 1, Yes = Up to 5
Multiple ages	Will the non-formal learning benefit a wide cross section of ages? Marked, No = 1, Yes = Up to 5
Sustainability	Does the non-formal learning project promote sustainability or enhance the environment? Marked, No = 1, Yes = Up to 5
Heritage	Does the non-formal learning project leave a legacy for future generations? Marked, No = 1, Yes = Up to 5
Health	Does the non-formal learning project aim to improve the health and wellbeing of the community? Marked, No = 1, Yes = Up to 5
Funding	Is there support funding in place to ensure that the non-formal learning project can proceed? Marked, No = 1, Yes = Up to 5
Timescale	Will the funding allow the non-formal learning project to occur within the year of permission being approved? Marked, No = 1, Yes = Up to 5

What happens once a decision has been made?

All offer and/or refusal letters will be sent within one week of the L&T Directors' meeting. Offer letters will include any conditions imposed by the Directors of L&T and an acceptance letter.

You should not commit to any learning experience before you have received your offer letter and signed and returned your acceptance letter.

Grants will only be paid once your signed acceptance letter has been received by L&T.

Directors of L&T will meet four times a year to review the processes for the bursary scheme. This will include: the success of the bursary scheme, the application process, the popularity of the bursary scheme and the process for paying and receiving grants.

What are my responsibilities?

1. All applicants must report back to L&T at six-month intervals throughout the duration of the learning experience. A feedback form will be made available for all applicants.
2. If applicable, suitable photographs should be provided to allow L&T and/or the owner and operator of Burn of Whilk Wind Farm to promote the positive work that the fund has enabled.
3. Should you need to request a change of use for any funding you must submit your request in writing before committing or re-directing any funds.
4. Applicants must disclose whether or not additional funding has been received or committed from other sources.
5. Should the learning experience be discontinued, L&T should be notified and applicants must give reasons for discontinuing. Any remaining funding must be returned for re-distribution to other learning experiences.
6. Any press references with regards to the learning experience should refer to the funding source, by stating either 'made possible by Lybster & Tannach' or 'part funded by Lybster & Tannach'.

Contact details

For more information, please contact the L&T Local Development Officer:

Phone: 07704 982 601

Email: lybsterandtannach@outlook.com

Website: www.lybsterandtannach.co.uk