

Elusen Ogwen

Grant-making Policy

1. Purpose

1.1 The purpose of this policy is to set out the principles, criteria and processes that govern how Elusen Ogwen ('the Charity') makes grants.

1.2 A grant is defined as a financial award the Charity makes from its funds to support charitable activities, usually made to charities or community groups.

1.3 A copy of the charity's Grant Application guidelines is included as an appendix to this policy.

1.4 The objectives of Elusen Ogwen, as stated in our Constitution are as follows:

To further such charitable purposes (charitable under English and Welsh law) for the general benefit of the communities within the Community Council areas of Bethesda, Llanllechid, and Llandygái in the county of Gwynedd (for which provision is not made from taxes) and as the trustees shall think fit and appropriate.

2. Introduction

2.1 Elusen Ogwen is a registered charity (number 1192642) and a Charitable Incorporated Organisation (CIO). It is run by a Board of Trustees and receives donations from Ynni Ogwen, a community organisation that generates revenue through the production of hydro electricity in Dyffryn Ogwen.

2.2 The Trustees ensure proper governance of the Charity's grant-making in three ways.

- Through grant-making principles which ensure that decisions are made by the Charity's trustees. These principles clarify that the funds given are the Charity's asset, albeit with degrees of restriction on their use.
- Through published grant-making criteria which set out the activities the trustees wish to support in furtherance of the Charity's objectives. The criteria also include activities which the Trustees do not wish to support because they do not consider them to be in line with the Charity's purpose. In all such cases the activity supported will be charitable in law.
- Through grant-making processes which set out how decisions are reached for awarding grants.

3 Grant-making Principles

The **principles** are as follows:

3.1 The Board of Trustees have ultimate responsibility for all grant-making decisions in line with the Charity's objectives.

3.2 The Trustees have the right to apply conditions to each grant.

3.3 The Trustees also reserve the right not to approve any application if they determine that the resulting grant would not be charitable or would conflict with the Charity's stated policies or damage its reputation.

4 Grant-making Criteria

4.1 The Charity's published guidance on criteria for applications from individuals and groups is set out in Appendix 1 of this policy. The goal is to make grants to a wide range of organisations. Trustees are particularly keen to help community groups and small-to-medium-sized voluntary organisations in the primary area of benefit.

4.2 As a registered charity, the Charity can only make grants to support activity which is charitable in law and cannot make grants to organisations outside the designated geographical area (the Community Council areas of Bethesda, Llanllechid, and Llandygái in the county of Gwynedd). In addition, the Charity will only make grants that are to be specifically used for the purposes outlined in the applicant's grant application.

4.3 Trustees expect that grants will normally support one or more of the following outcomes:

- Reducing fuel and social poverty
- Develop renewable energy projects
- Promote sustainable transport and active travel
- Save energy
- Connecting individuals of all ages to the environment
- Minimise waste
- Encourage individuals to volunteer in environmental projects in their communities
- Improve the quality of the local environment
- Increase production / purchase of local food products

4.4 Trustees will not normally support applications from the following:

- Individuals
- Private Companies
- Schools
- Community Councils

4.5 The Trustees will not normally support the following types of expenditure

- Routine maintenance of buildings or the maintenance of existing activities or services
- Long-term revenue projects that cannot demonstrate financial sustainability beyond the grant's funding period
- Projects that promote particular religious or political views
- Expenditure already in place or work commissioned before the grant is awarded.

4.6 To ensure the Charity's resources are used solely to further its charitable objectives, and so it can report on the impact of grants, Trustees normally expect that all grants will have at least one measurable objective agreed at the beginning of the funding period as part of the grant offer.

4.7 Factors the Trustees will take into account when awarding grants are as follows:

- The available grant-making budget
- The level of grant being requested
- The extent to which the organisation making the application meets the Charity's guidelines shown in Appendix 1
- The length of time the organisation has been in existence
- The level of governance within the organisation making the application

4.8 The maximum grant available is usually £3,000, although in special cases this may be exceeded after discussion with, and the agreement of, the Trustees. The Trustees recognise that such grants may require additional assessment and monitoring.

5 Grant-making Process

The amount available for grant-making is determined annually by the Trustees.

For any application the Trustees will undertake due diligence on the organisation making the application. This will include checking any provided registered charity number is valid, checking the bank statement provided by the applicant for any anomalies, undertaking internet searches and drawing on the local knowledge of the Trustees.

5.1 The Trustees will invite applications by advertising in local newspapers, the library, shops and through social media. Applications will normally be assessed during two funding periods each year, ending on 30th March and 30th September. Applications for grants under £500 can be made, and will be assessed, at any time.

5.2 All applications must be in writing or electronically using the Charity's own application form and the Trustees will acknowledge receipt of the application.

5.3 The Trustees will meet at the end of each funding period to consider all applications against the available budget and against the set criteria of the Charity. Following consideration and discussion the Trustees will indicate whether they wish to accept or reject an application. Grants will be approved on a simple majority of Trustees

5.4 Applications will be notified of an award of a grant by letter within 6 weeks of the end of the funding period. The letter will detail the terms and conditions of the grant and will need to be accepted by the applicant before payment of the grant to the applicant's bank can be made.

5.5 If the Charity considers that an organisation has breached the terms and conditions, the Charity has the right to request the return of the grant awarded.

5.6 All organisations in receipt of a grant are required to comply with monitoring requirements.

Version 1.2 Elusen Ogwen Grant-making Policy

Adopted by the Trustees October 2022

Appendix 1

Elusen Ogwen

Guidelines apply 20 xx / 20 xx

1. What is Elusen Ogwen ?

When Ynni Ogwen was set up it was intended to set up a charity that would distribute profits from their energy scheme to local causes. A group of Trustees has now come together to establish Elusen Ogwen (the Charity) which will administer this community fund.

The Charity's main aim is to support initiatives in the field of sustainability that will improve the quality of life for the residents, groups and communities of Dyffryn Ogwen .

2. Community Fund Objectives

The Charity can contribute to capital and revenue projects that meet the following objectives:

- Reducing fuel and social poverty
- Develop renewable energy projects
- Promote sustainable transport and active travel
- Save energy
- Connecting individuals of all ages to the environment
- Minimize waste
- Encourage individuals to volunteer in environmental projects in their communities
- Improve the quality of the local environment
- Increase production / purchase of local food products

3 . Who can apply for support?

Community groups can apply for support for projects that will benefit the residents of the Dyffryn Ogwen. This area is defined as the geographical area within the boundaries of Bethesda, Llandegai and Llanllechid Community Councils.

The following criteria must be met in order to apply for funding from the fund:

- Must be a community or voluntary organisation located or operating within Dyffryn Ogwen (see definition above)
- Your organisation cannot distribute profits
- Your organisation must have a clear legal and constitutional statute
- Your organisation must have a clear management structure

- Your organization must have a clear financial management system
- You have suitable insurance cover in place for the activities covered by your project
- You must demonstrate that you are acting in accordance with the principles of current employment, health and safety, equality for employees and volunteers legislation
- You must demonstrate an understanding and commitment to the Equality Act 2010 as well as to linguistic equality (Elusen Ogwen has a language policy and an equality policy; copies of which can be provided on request)
- You must show that other groups and individuals in the area support the project.
- You must demonstrate value for money in developing, implementing and running the scheme eg collecting equivalent prices for smaller projects or following a formal tender process for larger capital projects.
- You must demonstrate that you understand and comply with child protection and vulnerable adult legislation where applicable

The fund cannot provide grants to schools, community councils, private businesses or individuals.

4. What kind of projects could the charity support?

Applications are expected to be based on projects that will meet the fund's objectives.

In addition, it is expected that all projects will be conducted through the medium of Welsh or bilingually, while promoting every opportunity to use Welsh. The fund is particularly keen to support innovative and entrepreneurial projects within our community. All projects are expected to be sustainable ie must be able to prove that the benefit is likely to continue once the grant funding period is over.

Examples of projects the charity could support:

Objective	Examples
Reducing fuel poverty	Teaching about energy efficiency, understanding and interpreting energy bills, triggering insulation and energy saving exercises
Develop renewable energy projects	Installation of electric vehicle charging points, installation of electricity generating equipment on community sites
Promote sustainable transport and active travel	Projects that encourage cycling or walking to school or work
Save energy	Install energy saving appliances in community buildings, encourage businesses or a community of residents to save energy
Connecting individuals to the environment	Conservation or scientific projects

Minimise waste	Projects that encourage re-use or recycling
Encourage individuals to volunteer in environmental projects in their communities	Conservation or scientific projects
Improve the quality of the local environment	Adopting and improving areas of land, planting in public places, litter picking
Increase production / purchase of local food products	Develop community allotments or orchards, encourage new ways of selling and distributing local produce

5. What kind of expenditure can the charity not support?

- No grant will be given for routine maintenance of buildings or for the maintenance of existing activities / services.
- We will not fund long-term revenue projects that cannot demonstrate financial sustainability beyond the fund's funding period.
- We will not fund projects that promote particular religious or political views.
- We will not fund expenditure already in place or commissioned work before the grant is awarded.
- We will consider applicants' financial resources when assessing applications. If an organization has significant funds for a specific and other reasonable purpose, that policy needs to be explained when applying.

6. How much funding can be awarded?

- The fund will normally limit individual grant offers to £ 2,000. Requests for higher sums may be considered in special cases, but it is suggested that this is discussed in advance if it is intended to apply for a higher amount.
- It is possible to apply for revenue funding over 3 financial years but the grant payments for years 2 and 3 will be dependent on meeting the grant monitoring requirements and that sufficient funding is available to fund the project.
- 100% of the project cost can be funded, but applicants are encouraged to try to identify other contributions eg by using group funds, fundraising activities or applications to other funders.
- Any group that has previously received a grant from the fund can submit a new application for another project once all the monitoring requirements of the original grant have been completed.

7 . How to apply for a grant?

- It is important that you follow the instructions carefully and make sure that your project meets the objectives and criteria in the guidance.

- Applications can be made by completing the bespoke application form, available at Bethesda Library, Siop Ogwen, or from the Partneriaeth Ogwen office or website.
- It is important that you complete the form fully and include all items of information requested. We will not process incomplete applications .
- Applications can be submitted electronically to or in writing to the Partneriaeth Ogwen office.

8 . When to apply?

There are two annual deadlines for the fund, these are:

- 31 March
- 30 June
- September 30th
- 31st December

We are happy to accept applications for less than £ 500 at any time.

We will aim to process applications within 6 weeks .

9. What happens when you send in your application?

- Once we receive your application we will review the documentation and undertake 'due diligence' on your organisation. We will then consider the level of grant being requested and the extent to which your project meets our charitable objectives. A decision will then be made by a simple majority of the Trustees as to whether or not your application will be approved. You will be notified by letter of the decision and, if you are successful, you will be asked to sign an Acceptance Letter, which details the Terms and Conditions under which the grant is being made.
- As part of the Terms, you will need to keep a full record of your expenses during your project, and on completion you will need to provide us with a report showing how the grant was used and what were the results of the project.