



Cronfa Amaethyddol Ewrop ar gyfer Datblygu
Gwledig; Ewrop yn Buddsoddi
mewn Ardaloedd Gwledig
The European Agricultural Fund for
Rural Development: Europe Investing in
Rural Areas



Llywodraeth Cymru
Welsh Government

Basic Services Community Key Fund Village Renewal & Development Key Fund

Application Criteria

Purpose of the Grant

The purpose of these Key Funds is to foster and enhance viable and sustainable communities within Caerphilly county borough and to enable local people to secure a sustainable future for their communities. They will enable community and voluntary sector organisations in the county borough to bid for funding to take forward initiatives and projects they have developed.

The aims of the Key Funds will be to:

- Build the capacity of community and voluntary organisations
- Provide a grant fund that groups can bid into to take their priority projects forward
- Ensure that projects undertaken utilising grant funding have been identified by communities themselves, whether geographical or interest based, as being important for the regeneration and the ongoing sustainability of their area of operation
- Give equal opportunity to all RDP eligible wards and service centres to access grant funding

The objectives of the Key Funds will be to:

- Safeguard where appropriate and enhance the rural environment and heritage by supporting and developing projects that:
 - Enhance the quality of life of people through social, cultural and recreational opportunities
 - Protect and improve the local environment and infrastructure and bring land and buildings into effective use
- Improve the physical environment within rural communities through village restoration and improved community amenities by supporting and developing projects that:
 - Encourage developments that add to the environmental heritage, produce, business resources and waste, and resource management of an area
 - Enhance employment prospects and skills of local people, particularly the young and those as a disadvantage, and promote equality of opportunity

Promote and enable greater access to services and amenities for communities in rural areas by supporting and developing projects that:

- Improve the provision of local services and encourage the development of local employment opportunities
- Strengthen rural communities through community capacity building and empowerment by supporting and developing projects that:
 - Build the capacity of community and voluntary organisations
 - Promote and support voluntary action

The type of activities that could be supported include:

- Enhancement of or providing additional support and services for the rural economy, including the environment
- Encouraging developments that add value to the human resource, environmental heritage, waste and resource management of an area
- Addressing social exclusion across a wide range of sectors, including improving service delivery
- Establishing and/or expanding community led initiatives including building capacity within local groups and organisations
- Renovating community buildings for increased community usage
- Improving the environment within villages and communities, particularly those which enhance the rural heritage of an area
- Setting up basic services where they do not already exist and related small scale infrastructure, for example:
 - Leisure, sport & cultural activities
 - Childcare facilities
 - Telecommunication services e.g. access to the internet, village ICT initiatives combining the provision of ICT equipment and networking and e-skills through community structures

Please note: We are unable to fund continuation projects unless a new activity or services are being provided. Training related costs are not eligible under this grant scheme and will not be considered.

Eligible Organisations

All applicants must be located within or providing services to one or more of the RDP targeted wards or service centres (Twyn Carno, Moriah, Darren Valley, New Tredegar, Argoed, Crumlin, St Cattwg, Nelson, Maesycwmmmer, Llanbradach, Aber Valley, Bedwas Trethomas & Machen, St James, Ynysddu, Pontlloctyn, Aberbargoed, Newbridge, Abercarn, Penyrheol or Ystrad Mynach).

All applicants must also:

- be a charity, voluntary or community organisation, or community partnership
- have a signed and adopted constitution
- have aims and objectives in keeping with those of the Key Funds
- have a clear management structure
- have clear financial controls
- have an agreed and adopted equal opportunities policy

Timing of Bidding Rounds

The following rounds of the grant scheme will be administered, subject to the availability of resources:

Bidding Round	Commencement Date of Project	End Date of Project
July 2011	1 st September 2011	31 st August 2012
October 2011	1 st December 2011	30 th November 2012
January 2012	1 st March 2012	28 th February 2013
April 2012	1 st June 2012	31 st May 2013
July 2012	1 st September 2012	30 th August 2013
October 2012	1 st December 2013	30 th September 2013 *

* Please note that further rounds may be operated if all the funding available has not been allocated. All expenditure must be completed by 30th September 2013, in order to comply with EU rules.

If your application is not received by the time and date stated on the front of the application form, or it does not include **all** the required items (see checklist of items to be submitted), the application will not be considered by the Key Funds Panel and you will need to submit a new application to a future round.

Assessment Criteria

Applicants should note that all applications are assessed using the following criteria:

- the project has economic benefits for the area or community concerned
- the project meets one or more aims of the Key Funds
- the project contributes to the sustainable regeneration of the area
- there is a financial contribution to the project from the applicant and/or other funding sources which must be a minimum of 20% of total project costs
- the project represents good value for money
- the project is capable of achieving spend during the life of the project
- evidence is provided that ongoing revenue costs and the sustainability of the project have been given due consideration
- the applicant organisation has a signed and adopted constitution or memorandum and articles of association
- the applicant organisation has an up-to-date set of audited or formally accepted accounts available
- plans/drawings are available where the project involves the construction, adaptation or refurbishment of a building
- planning permission, building regulations and all other necessary consents have been secured or applied for in relation to any building works (where appropriate)
- the applicant has provided evidence of ownership of the land/building that the project relates to, or that they have secured or are applying for a lease or licence for the land/building, with a minimum of 10 years to run
- evidence of the relevance of the project to the regeneration of the area is provided
- it is clear how the project will encourage equal opportunities and the Welsh language

- evidence is provided of support from appropriate organisations and/or individuals likely to be affected by the project

Sources and Level of Funding

Applicants are expected to have considered a range of potential funding sources before applying to the Key Funds. If the Panel considers that there are other, more suitable sources of funding for projects, and there is no evidence that these have been explored and/or ruled out, it will turn down bids and refer the applicants to these alternative sources in the first instance.

The level of funding awarded will be dependent upon the type of organisation and the type of activity being undertaken.

Funding can be for capital and/or revenue and can be for a maximum of 80% of total project costs, with the remaining 20% coming from other funding sources or the applicant themselves. In-kind funding and volunteer hours are not eligible as a source of match funding for this grant scheme. No project will receive a formal offer letter until the full funding package is in place.

Capital funding must be spent within one year of the commencement date of the project, and applications should be for a maximum of £25,000. Revenue funding for one year can be offered, subject to the availability of resources, and applications should be for a maximum of £30,000. All expenditure must be completed and reclaimed from Caerphilly County Borough Council by 30th September 2013, in order to comply with EU rules.

Please note that when making a decision on the amount of funding to be awarded, the Panel will take into consideration any commercial or trading activities undertaken at the premises that are the subject of any application.

Should your application be successful, in order to draw down the funding awarded you will be required to provide evidence of all expenditure incurred. This will take the form of invoices with supporting cheque numbers, salary payslips etc. and must be supported by bank statements relating to each transaction. Payment cannot be made up front under any circumstances, in order to comply with EU rules.

Sustainability

The Sustainable Development Project Assessment Tool included in the application pack **must** be completed in all cases and returned with the application form. Failure to return a completed checklist with an application form will result in the Key Funds Panel being unable to consider the application.