



**CALLANDER COMMUNITY DEVELOPMENT TRUST**

Every drop counts

## Callander Community Hydro Fund

### Application Guidelines

#### Criteria

All applications must benefit the community in the Callander Community Council area (see [map](#)).

The fund is open to applications from individuals or groups. If the project is profit-making, the profits must be used for benefit of community.

There should be no private personal, religious or political gain.

Reference to the Callander Community Action Plan (available at [www.callandercdt.org.uk](http://www.callandercdt.org.uk)) is advised, but proposed projects that are not mentioned in CAP will not be excluded, provided that they will benefit the community.

#### Levels of Funding

The minimum amount you can apply for is £500.

The Hydro Fund will have varying amounts of funding each year provided by donation to Callander Community Development Trust by the Callander Community Hydro Scheme near Loch Lubnaig. The total will be limited in early years while bank loans for construction of the hydro-electric generating scheme are repaid.

While 100% funding would be considered, projects that can attract additional external funding will help to make the best use of this local source of funding.

#### Types of funding

Both revenue and capital costs will be considered for funding. Revenue grants may be for core or project funding including staff costs. Capital costs may be for upgrading buildings, refurbishment costs or purchasing equipment.

#### Assessment Process

You will be contacted by the Callander Town Co-ordinator who may want to meet you for an informal discussion about your project and any points in your application that may need clarification. So please make sure your contact details are accurate.

If your application meets the fund's criteria it will be considered by a committee made up of the Directors of Callander Community Development Trust who do not represent other organisations (the full list of directors is at [www.callandercdt.org.uk](http://www.callandercdt.org.uk)).

The deadlines for applications to be received are 31<sup>st</sup> March, 30<sup>th</sup> June, 30<sup>th</sup> September and 31<sup>st</sup> December. As funds may be fully allocated early in the year, please check (details below) that the fund is still open before completing an

application. The committee will usually meet about a month after the deadline and you will be advised of the outcome as soon as possible after the meeting.

At the end of your project (or at stages for longer projects) you will be asked to complete a brief report on the project and provide evidence of your spending.

You will be expected to acknowledge funding by the Callander Community Hydro Fund in any project material, publicity and at your premises.

## **How to Apply**

Please use the application form which you can download as an editable Word file from [www.callandercdt.org.uk](http://www.callandercdt.org.uk). It should be submitted by post or email to meet one of the deadlines above. A pdf version is also available to print and complete by hand.

The following will also be required:

- A completed **Revenue or Capital** Budget Form, providing a full breakdown of the organisation or project costs. Full details of any funding already secured are also required: where the funding is from, the amount and whether it is restricted to a particular piece of work or specific post. Any projected income must be listed, such as from applications to other grant-giving bodies and when you expect to receive a decision on these. Where you have a projected shortfall please explain how you expect to meet this outwith your application to the Hydro Fund.
- A copy of your most recent independently examined/audited Accounts.
- Job description(s) for any post(s) which to be funded.
- Quote(s) or tender(s) for any capital works or purchases included in your application.
- Any other documentation that you think may be relevant, such as a business or project plan.

## **Further information**

Sheila Winstone

Callander Town Co-ordinator

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Please read the guidelines and FAQs carefully before making getting in touch.

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