

**Application Form**

Before completing the application form please take time to read the Meikle Carewe Wind Farm Community Fund Guidelines. Please try to include as much information as possible in your answers to the questions. If you need more space for any answer please use the continuation sheet at the back.

**SECTION A - ABOUT YOUR ORGANISATION**

1. Name of Organisation							
2. Contact Name							
3. Position/Role							
4. Correspondence Address							
5. E-mail Address							
6. Telephone							
7. Community Council area(s) covered by your organisation: <i>(please tick the areas which apply)</i>							
Crathes, Drumoak and Durris				Newtonhill, Muchalls and Cammachmore			
North Kincardine Rural		Portlethen and District		Stonehaven and District			
8. How many people are involved in your organisation?							
Committee Members		Directors		Volunteers			
Part-Time Paid Staff		Full-Time Paid Staff		Members			
Others (please explain)							
9. What type of organisation are you? <i>(please tick the boxes which apply)</i>							
Registered Scottish Charity Enter Number here .....				Constituted Community Group			
Awaiting registration as a Scottish Charity				Scottish Charitable Incorporated Organisation Enter Number here .....			
Company Limited by Guarantee Enter Number here .....				Social Enterprise			
Community Interest Company Enter Number here .....				Co-operative			

10. When was your organisation set up?	
11. Is your group part of a larger organisation or purely local?	
12. What is the purpose of your organisation?	
	<i>Make sure you include details of your aims and objectives and who benefits from your organisation.</i>

**SECTION B - ABOUT YOUR PROJECT**

1. Title of your project	
	<i>This should be a short name which describes your project and could be used for publicity.</i>
2. What are you seeking funding for?	
	<i>Please provide details about the project and what you hope to achieve.</i>
3. Why does your community/group need this project?	
	<i>What is the need you have identified? Tell us about any consultation activities or research.</i>
4. Who will benefit?	
	<i>Include details of any particular groups of people.</i>

5. Which of the community fund aims will your project meet?					
Community Buildings				<i>Please have a look at the guidance notes which accompany the application form. Tick as many as your project meets.</i>	
Community Transport					
Conservation					
Education					
Elderly					
Energy Efficiency					
Health and Sport					
Heritage					
Regeneration					
Self Help Groups					
Vulnerable People					
Young People					
6. How will your project meet the aim(s) you have ticked above?					
7. When will your project take place?		Start		Finish	
8. How will the project be implemented and who will manage this?					
9. Are you working with any other groups to deliver this project?					



6. Have you applied to the Meikle Carewe Community Fund before?			
Yes		No	
7. If yes, when did you receive funds and how much did you receive?			
Date		Amount	

**SECTION D - YOUR FINANCES**

1. Please provide us with details of your bank or building society account:	
Name on account	
Account number	
Sort Code	
Bank/Building Society	
Address	
How many signatures are required on cheques?	
Date of your end of financial year	

**SECTION E - AUTHORITY TO APPLY FOR FUNDING**

<b>Declaration</b>			
<p>We confirm that, to the best of our knowledge and belief, all replies given on this application form are true and accurate. We understand that supporting information may be requested at any stage of the application process. By signing this application, we agree to abide by the terms and conditions as stated in the guidelines and any further conditions given to successful applicants at the time of funding being awarded. If our application is successful we agree to provide feedback on our project to KDP. We understand that KDP and Meikle Carewe Wind Farm reserve the right to reference successful applicants for publicity purposes.</p>			
Signature 1		Name	
Position		Date	
Signature 2		Name	
Position		Date	

## SECTION F - CHECKLIST

Please make sure you have completed the following before submitting your application. Please note that the Decision-Making Panel will not be able to consider your application if you have not included all relevant documents.

	The completed application form signed by two people
	A signed copy of your constitution or set of rules for your organisation
	A current income and expenditure sheet and balance sheet for your organisation signed by your treasurer. OSCR returns will not be accepted. If your accounts show large reserves please let us know if any of the funds are ringfenced in any way or if they are for general use.
	Quotations for goods or services to be purchased. You should provide 3 quotes if any element of your application is over £5,000.00 or explain why 3 quotes are not provided.
	Confirmation of any statutory permissions required (e.g. Planning Permission or Building Warrant) if applicable
	If your application relates to building work you need to also submit a location plan, photographs and detailed plans of the work you are proposing
	Copies of your Child Protection Policy and Vulnerable Persons Policy if applicable
	If your application relates to a Community Building or Community Event you will need to submit a copy of your Public Entertainment Licence and Public Liability Insurance Certificate

### Where to send your form:

Please return the completed form along with any supporting material to:

Meikle Carewe Wind Farm Community Fund  
 Kincardineshire Development Partnership  
 Room F9,  
 Sheriff Court Building  
 Dunnottar Avenue,  
 Stonehaven  
 AB39 2JD  
 Telephone: 01569 763246  
 Email: [windfarms@kdp.scot](mailto:windfarms@kdp.scot)  
[www.kdp.scot](http://www.kdp.scot)



**IT IS RECOMMENDED THAT YOU KEEP COPIES OF EVERYTHING YOU SEND**

**SECTION G - CONTINUATION SHEET**

Please use this sheet to provide any further information. Remember to include the question number it relates to.

Empty space for providing further information.