



Foundation
Scotland



GLENKENS
& District Trust

BLACKCRAIG WIND FARM COMMUNITY FUND

Fund Strategy 2021

1 Purpose of this Fund Strategy

The purpose of the Blackcraig Wind Farm Community Fund Strategy is to set out the Fund's early priorities and the processes by which funding will be made available. This strategy has been updated for 2021 in response to consultation and action planning activity in areas benefitting from this charitable Fund and its early grant-making activity.

The Fund Strategy will:

- Enable proposals to be prioritised for funding and for decisions to be made in a fair and consistent manner;
- Ensure the Fund achieves measurable impact against agreed Fund priorities;
- Provide clear messages to applicants and the wider community about what the Fund supports;
- Ensure the funding is accessible to those who are well placed to deliver impact in the Fund area.

The Strategy has been developed by Glenkens & District Trust (GDT) in conjunction with Foundation Scotland and will be reviewed at regular intervals to ensure it continues to meet the evolving needs of the communities.

2 Background

Blackcraig Wind Farm is owned and operated by Blackcraig Wind Farm (Scotland) Limited (BWL). BWL has agreed to provide an annual Fund that will benefit the communities, defined as the areas served by the following Community Councils:

- Balmaclellan
- Balmaghie
- Carsphairn
- Corsock & Kirkpatrick Durham
- Crossmichael & District
- Dalry
- Dunscore
- Glencairn
- The Royal Burgh of New Galloway and Kells Parish
- Parton

The Fund comprises an annual payment of £5,000 per MW, totalling £264,500. The longevity of the Fund is currently not known. It is hoped, but not guaranteed, to endure for the operating lifetime of the wind farm.

The Fund is administered by Foundation Scotland, an independent grant-making charity, under contract to BWL. Some costs of administration will be borne by the Fund, capped at 5% of the Fund value. BWL will fund any additional annual administration costs. BWL has also agreed a contribution to each Community Council within the area of benefit.

In 2021 the Fund will reopen in February for decisions in June. The amount awarded will be allocated on merit which means the sum awarded entirely depends on the nature of the applications. Any balance will be carried forward for future rounds of funding, with dates to be set flexibly in response to awards made and the operating context at the time, including Covid related response and recovery.

The decision-making body for the Fund is Glenkens & District Trust (GDT), the Board of which comprises representatives drawn from most of the Fund's Community Council's with some independent Trustees including an independent Chair.

Glenkens & District Trust exists to resource and enable community development in the Glenkens. As a fund distribution body, GDT is an enabler of projects rather than a 'doer' of projects. GDT wants to ensure that any community benefit funds can be maximised for the long-term benefit of local communities - as part of this commissioned the development of the Glenkens & District Community Action Plan, which forms the cornerstone of the Fund's priorities (see Making A Difference, below).

Foundation Scotland (FS) has a Memorandum of Understanding (MOU) with GDT which sets out key roles and operational terms in relation to the governance and administration of the Fund.

The role of GDT in relation to the Blackcraig Fund is to:

- Develop and agree the Fund Strategy and keep it under review;
- Determine distribution methods, in accordance with the Fund Strategy¹;
- Decide, in accordance with the Fund Strategy, on fund spend and advise FS on award decisions;
- Monitor the awards and any conditions attached to them;

¹ Excepting the direct payments to the Community Councils. The Community Councils have total discretion on allocating these sums, in line with charitable objects. From 2021 GDT will however play an oversight role in terms of monitoring and reviewing use.

- Advise FS on other aspects of the management of the Fund such as promotion, awareness-raising and strategic activities designed to maximise benefits to the community.
- Pursue this range of activity in a context shaped by commitment to ongoing dialogue with the communities about their needs and aspirations.

3 Making a Difference

Fund Purpose

The overall purpose of the Fund is to support our communities **to be connected, resilient and carbon neutral places, where people will want to live, work and visit, to bring up their families, and to grow old.**

This purpose has been updated in 2021 to better align the Fund purpose with the Glenkens & District Community Action Plan. GDT Trustees are mindful that Carsphairn, Dunscore and Glencairn have separately each agreed and documented their own community priorities and are confident that this purpose is broad enough to also give recognition of these and any related community planning.

In September 2020, GDT published the Research Report and Action Plan² delivered by independent consultants Community Enterprise, the specialists in community development that GDT commissioned in order to deliver this work.

The Research Report contains key findings about the nature of the Glenkens communities, the assets, opportunities and challenges faced and the key thematic priorities that local people wanted to see the Action Plan tackle. Fund applicants may find this a useful resource when developing their applications.

The Action Plan sets out an overall goal that the Glenkens will be a connected, resilient and carbon neutral place, where people will want to live, work and visit, to bring up their families, and to grow old. It will be somewhere that other places in Scotland will look to for inspiration. The Action Plan outlines proposals that aim to make that goal a reality, along with some outline options for implementation across the short, medium and long term.

² The full document can be found here:
<https://www.foundationscotland.org.uk/media/1129113/Glenkens-CAP-report-FINAL-280820.pdf>

Fund Priorities

The Fund priorities reflect the thematic priorities in the Community Action Plan (CAP), in order to recognise the Plan's importance as the distillation of community ambition and aspiration across much of the Fund area, and to support its implementation.

Fund distribution in alignment with the CAP will be prioritised by the Fund and GDT is keen to receive applications which seek to deliver against it. This is not a guarantee of an award; every project is considered on merit.

Further, community action planning is an iterative process; the Glenkens & District CAP is intended to be a living document, within which the detail of delivery under each thematic area will change over time. Therefore, it should be noted that the Fund is not (and therefore applicants are not) constrained to only supporting projects which deliver specifically against the current 'outline options for implementation' in the CAP but will support a wide range of activities which move the community towards the goal(s) outlined at thematic level.

It is also recognised that there will be projects which can demonstrate tangible community benefit but do not align closely with the Action Plan content and may possibly in exceptional circumstances find they do not fit with any of the Fund Priorities. In this situation, potential applicants will be encouraged to discuss their project with Foundation Scotland in the first instance.

Further, as highlighted above, GDT is mindful that communities who did not participate in the Glenkens & District action planning process have set and documented their community's priorities in other ways. Trustees are confident that the agreed Fund priorities are sufficiently broad to also support the priorities of Carsphairn, Glencairn and Dunscore and will not disadvantage organisations in those communities when applying to the Fund.

The Fund's four priorities are to support activities across the Area of Benefit as follows:

Priority 1: A Connected Community

This will support activity which helps us to become more connected, for example through projects which promote effective communication, collaboration, sharing of information, skills and assets and which bring people together.

Priority 2: An Asset Rich Community

This will support activity which aims to make best use of our assets - people, the natural and built environment – and sustaining them for the future. For example this could include affordable housing or energy efficient community spaces; opportunities for young people which support their development; projects which enable people to share skills, knowledge or heritage; supporting biodiversity or improving access to the landscape.

Priority 3: An Economically Flourishing Community

This will support activity which maximises our ability to flourish economically; for example, ensuring equity of access to services, training and opportunities; and focusing on sustainable best use of local skills and resources such as tourism, food and farming.

Priority 4: A Carbon Neutral Community

This will support activity which supports communities to become carbon neutral. For example, through developing initiatives which seek to reduce carbon footprint such as the production of local energy plans, sustainable transport initiatives, energy efficiency measures, renewable energy initiatives and zero waste projects).

These examples are not intended to be exhaustive. If applicants are unsure as their fit with the Fund, they will be encouraged to seek advice from Foundation Scotland.

4 Approaches We Encourage

The Blackcraig Wind Farm Community Fund is an exciting opportunity for our communities. As well as using it to improve our communities through specific projects or activities linked to the priorities noted above, we also want to use it as a springboard to improve how community groups plan and deliver projects and how we can work together more effectively.

We encourage applicants to show that they have considered some of these approaches in an appropriate and proportionate way relative to their project. Some examples are detailed. Not all of these will be relevant to every application and they are not mandatory. Certainly we don't want applicants to force them into their application. But where one or more can be reflected or integrated into project plans and delivery, it will help GDT prioritise proposals if there is competition for funding.

For the purposes of clarity we are using the term 'criteria' in the Fund Factsheet and Application Form to identify these 'approaches.'

Partnership working: Some groups already collaborate and share ideas and resources. We want to encourage groups to explore if delivering their project or services in partnership with other organisations / groups could add value (financial, capability, or other). This could involve collaborating with other local groups or working with voluntary, private or public sector agencies that operate at local, regional or national levels.

Geographic breadth of impact: We appreciate and respect that some activity is very place based and delivered to a specific group, perhaps tied to a particular place. However, where possible, we want to encourage people to consider if their project or activity can link with or reach to other parts of the Fund's area of benefit. We do understand that some of the communities are more on the fringe of the area of benefit so appreciate this kind of linking may be less likely. But we do want groups to consider the feasibility of extending the geographic breadth of impact of the project or to explain where this is not a realistic or feasible option

Building skills, knowledge & understanding: We want to encourage the applicant to consider opportunities to build the skills and knowledge of group members or other local people, associations or organisations connected with the project. This could be formal or informal or through some form of mentoring activity, peer support or buddying scheme, or any other learning or development opportunity that could be created through the funding applied for.

Being imaginative: The Fund can support established activity but if people have ideas to try different things, we want to encourage that. Whether it's trialing a new event, running a service differently or reaching new people in different ways, we don't want our communities to be limited by what they have known until now. We want them to think ambitiously and creatively, especially where people have new ways of solving old problems and we are prepared to take some risks if proposals come forward that challenge us all to think or operate differently. (We also recognise that some things are working well but may need some support. So if it's not broke - don't fix it!)

In it for the long term: We want to encourage applicants to take a long-term view of their project. So when an application is for recurring activity (e.g. rental of a space, an annual festival, ongoing running costs for a club), we may encourage the applicant to give some thought to how that the activity might become more sustainable at some

point in the future. This might be, for example, through transition to volunteer delivery, charges to beneficiaries (balancing this against issues of affordability), some other form of trading (goods or services), or a service delivery contract (e.g. with the local authority). Nonetheless it is recognised that the population and demographic of the area does mean that some things are not sustainable without external funding and will always be grant dependent. If so, it will be important for an applicant to explain why this is the case. We want to avoid an over dependence on monies from the Fund and therefore actively encourage all groups to look at other potential funding sources to ensure we get the best long-term benefit from the funding.

Respecting and caring for our local environment – for ourselves and future generations: We recognise the importance of protecting our environment and that our actions as citizens and participants in community life can contribute to the growing climate emergency we all now face. We encourage groups to consider where and how their own activity or project can contribute, even in a very small way, to combatting this emergency. This may for example mean, encouraging car sharing if volunteer travel is involved, looking to transition to low carbon heating or encouraging discussion within the group’s management committee about carbon reduction measures relevant to them as a group or the wider service or project they oversee.

Leverage/ match funding: We want the Fund to help bring in additional income into our communities. So where groups can, we encourage them to try and use grants from the Blackcraig Wind Farm Community Fund to lever in further funding to help them deliver projects. This might be through local fundraising activity, other grants, loans or crowdfunding. Match funding is not mandatory, but we would hope that those applying for higher value grants will be able to demonstrate that other funders are contributing to the total project cost or bids are in progress.

Procuring smartly: Where possible we encourage applicants to work with suppliers of goods and services local to their area. The definition of ‘local’ will vary depending on the goods/services in question. In some cases it could be taken to mean suppliers located within the Fund Area of Benefit (the ten communities) but in others a more regional reach may be more appropriate.

5 Fund Distribution

Distribution plans for the following year/s will be informed by experience, learning and the output of the Community Action Plan.

The Fund is currently distributed as follows:

5.1 Direct grant-making by Community Councils

This is a '**small grants' allocation** to each Community Council for localised distribution. The arrangement currently provides:

- £2,000 each to the Community Councils of Balmaghie; Carsphairn; Corsock & Kirkpatrick Durham; Crossmichael & District; Dalry; Dunscore; Glencairn; The Royal Burgh of New Galloway and Kells Parish; and Parton;
- £4,000 to Balmaclellan Community Council, as the host community.

Foundation Scotland administers these payments on behalf of the windfarm owner, a mechanism in which GDT is not involved (i.e. Foundation Scotland hold and release the funds on behalf of Blackcraig Wind Farm (Scotland) Ltd). How the funds are used is at the discretion of each Community Council, as long as the purposes are within charitable objects. Each Community Council will report annually on its expenditure to Foundation Scotland. From 2021 GDT will have a role in reviewing the monitoring and reporting will be incorporated into the annual report on Fund activity prepared by Foundation Scotland.

As noted above, the Community Councils will be able to utilise this funding charitably, however each sees fit. Some may have one or two larger 'shovel ready' projects – others may opt to run local grant-making schemes, akin to Foundation Scotland's model 'micro grant' scheme and for which details can be shared with interested CCs. In addition Foundation Scotland can provide other templates to Community Councils to assist with setting up their schemes.

From 2021 Community Council will be asked, if advertising the funds, to name them following this convention: <Parton> Community Council Blackcraig Small Grant Scheme.

5.2 Development Funding

A ringfenced budget, currently set at £20,000, has been put in place to facilitate time limited funding of the development of identified short-term priority projects outlined in the Community Action Plan (CAP).

The intention is that this seed funding will help kickstart activity against the Action Plan in early 2021 and create a sense of positive momentum, and build local

organisational capacity to deliver larger projects relating to the Action Plan in the medium to long term. This can take the form of grant support or commissioning.

Projects brought forward for investment are identified and given support by consultants (Community Enterprise who have been brought in to deliver the 'set up' phase of the Community Action Plan. This includes the development of specifications of work for tenders, which may be co-produced with other community stakeholders or by the consultants working directly with the CAP Steering Group.

Requests for support or the development of tenders are scrutinised by the CAP Steering Group and due diligence is carried out by Foundation Scotland.

Commissioning, in the context of Blackcraig Wind Farm Community Fund, can be defined as using community benefit monies to acquire services or works in order to meet evidenced community needs or priorities. The services or works can be commissioned in a range of ways:

- by an open tender process (whereby potential contractors set out how they would deliver the service and what the costs would be);
- by inviting proposals from a selected number of potential contractors (closed tendering, such as the 'three quotes' approach frequently used in grant awards); or
- by identifying a single provider in a non-competitive process, which is also legitimate, as long as the process is transparent.

Providers of services can be private sector, community organisations, charities or social enterprises; as long as the commission has charitable purpose, in line with GDT's own objects.

Commissions under the Development Funding mechanism must be clearly based on an evidenced CAP priority and be in alignment with the Fund Strategy. Other criteria for community led commissioning include one or more of the following:

- There is no local body in a position to deliver a sought service or activity, commissioned or otherwise, and so help from outwith the area must be proactively sought
- There is no body (local or otherwise) likely to spontaneously seek a grant funding to deliver a service/activity identified as a CAP priority
- Specialised/expert input is required
- Commissioning work might positively move forward a challenging situation for the community

5.3 Main Grants Programme

An **open grant-making process**, with advertised funding rounds widely promoted across the Fund area. This will be called the 'Main Grants Programme'.

The 2021 Main Grants Programme will open on the 1st February and award funds in mid-June. As already stated, the amount allocated will be allocated on merit and this could result in less than the full annual allocation being awarded, depending on the nature of the applications. Any balance will be carried forward for future rounds of funding, with dates to be set on a discretionary basis.

The **minimum grant** that can be applied for is £500 and the maximum, £25,000. This **upper limit** will be reviewed annually.

Currently the Fund cannot **provide multi-year grants** (whereby a repeat activity such as a salary or a rental cost comprises part or all of the grant) however the aspiration is to be able to review this in due course as the Fund arrangements bed in.

Funding rounds will be advertised in advance, so groups have the opportunity to plan. **Information sessions** will also provide opportunities for groups to learn more about applying to the Fund and to support applicants in completing the forms. In 2021 these will be offered by phone and online, arranged by Foundation Scotland.

Applicants will apply through **a single, common application form**. The Fund Administrator, Foundation Scotland, will receive and assess all applications and supporting materials, based on eligibility and fit with scheme criteria. This will involve a follow-up telephone call from a Foundation Scotland Assessor. The call is an important due diligence step to enable us to be satisfied on the capabilities and experience of the applicant organisation as well as gathering and clarifying project specific information relevant to the application. Drawing on the application, supporting material, subsequent phone call with the applicant, and potentially referees as well, Foundation Scotland will then compile an objective appraisal of the application, forming a detailed written report which will be considered by GDT to inform its funding decisions. GDT will be advised of all applications received including those not eligible.

Groups are not prohibited from submitting more than one application in any round or including more than one project in a single application. However groups are expected to be aware of the many other groups and organisations in the area, of varying types,

scale and capacity, competing for support from the Blackcraig Wind Farm Community Fund. If more than one application is made, or where more than one project features in an application, the organisation may be asked to confirm the priority order of the applications or projects to facilitate decision making by GDT.

There may be cases where **an emergency situation** arises that affects the community – or parts of it - and which GDT wishes to respond to. This may result in GDT choosing to provide some assistance by way of a grant or donation to a group with immediate and critical needs and/or to intermediaries with the infrastructure to provide the support. Such instances will be dealt with on a case by case basis and where no other provision or immediate support is available. This will continue to be available in 2021 and will also be used to respond to any Covid-19 related emergency funding needs.

6 Eligibility

To be eligible to apply to the Main Grants programme, applicants must:

- Have a **constitution** (governing document or set of rules) and with a minimum of three unrelated committee members.
- Be set up on a **not-for-profit** basis and have **charitable purposes**. However, applicants do not need to be registered charities to apply. Community Interest Companies (CICs) are eligible to be funded but they must take account of accountability as outlined below; and remuneration arrangements must align with OSCR's guidance on remuneration of Directors, regardless of non-charitable status.
- Provide their **latest set of accounts** that have been **independently inspected and signed**, unless they are newly established/ less than 15 months old.

Awards can support **a wide range of costs and activities** including equipment costs, staff or sessional worker costs, consultations and feasibility studies, maintenance or refurbishment of community facilities, and so on. Activities funded (including capital and running costs) must be consistent with **recognised charitable purposes** as set out in the Charities and Trustee Investments (2005) Act Scotland³.

The Fund **cannot support** the following types of activity:

³ See <https://www.oscr.org.uk/guidance-and-forms/meeting-the-charity-test-guidance>

- The advancement of religion or politics (including requests to support the core activities of religious or political groups).
- Activities understood to be the primary responsibility of statutory authorities (including teaching equipment in schools).
- Organisations or groups with unduly restrictive membership criteria and/or where the committee or board is not elected by, or otherwise accountable to, a wider group of people.
- Grants to individuals or unconstituted groups (other than through the discretionary Community Council schemes and where that grant provides community benefit) or grants to private for-profit businesses.
- Projects primarily benefiting residents outwith the area of benefit.
- Activities contrary to the interests of Blackcraig Wind Farm (Scotland) Ltd, The Glenkens & District Trust or Foundation Scotland, or likely to bring any of them into disrepute.
- Anti-renewable energy/anti-windfarm activities;
- Retrospective funding (i.e. paying for costs incurred before a decision on an application to the Fund is made).
- The repayment of loans or payment of debts.

Further detail on some of these points is provided below:

In a broader commitment to support and promote good practice in charitable grant-making, the Blackcraig Wind Farm Community Fund is adopting the following **minimum governance requirements for applicants**.

This means that the applicant organisation:

- Has purposes that are charitable in nature;
- Has suitable restrictions on the disposal of assets (a charitable 'asset lock') and the remuneration of its Committee or Board Members;
- Requires a minimum of three unrelated persons on its management committee or Board. This is to ensure that the group is representative of the wider community or interest group and not dominated by a single family or similarly connected individuals, and;
- Requires all financial transactions to be either authorised (before payment) or checked (after payment) by two un-related people. This is to act as a safeguard against fraud or misuse of charitable funds under the organisation's control.

If the applicant's governing document allows for **remuneration of any Board or management committee members** (for example, if the lead member of staff is also a Board Member), then the organisation must comply with OSCR's guidance on

this⁴. Its governing document should only allow for a minority of those on the Board or management committee to be remunerated for their services (either as Trustee or under contract), and none of those who are remunerated as such should be involved in decisions about that remuneration.

There is sometimes confusion around **support for community activity connected with religious groups**. The Fund will not support activity that promotes the advancement of religion. However, grants can be made to religious organisations for non-religious activity that benefits the wider community without excluding anyone on religious grounds. For example, it can fund improvements to a hall owned by a church and accessed by various groups beyond the organisation's own specific congregation alone, and where religious affiliation or practice does not present a barrier to groups wishing to use the facilities. The service or facility in question should be widely promoted to other groups (non-religious or of other religious affiliation) and/ or already accessed by these.

Funds will not normally make grants towards the construction, alteration or restoration of buildings or associated features whose primary purpose is worship, e.g. replacement of stained-glass windows in churches. An exception may be made where there is significant heritage or other community benefit to doing so, such as improvement to the visual appearance of the village/ town and its tourism potential.

Another area that can be challenging is where and how an existing or proposed project may **overlap with statutory provision**. Determining whether applications are additional to statutory provision can be difficult, whether funding is sought by either statutory authorities (such as local authorities, schools, health or emergency services) or by a community group. As part of the assessment process, Foundation Scotland will consider on a case-by-case basis whether any proposed project is additional to statutory provision and will report on their findings in the assessment report that is provided to GDT.

GDT wants to encourage applicants to **work in an inclusive way, in line with equalities legislation** – and that they can demonstrate how they do this.

This means that:

- Access to activities or services should not exclude beneficiaries on the grounds of age, disability, race, religion or belief, pregnancy and maternity, marriage and civil partnership, sex, sexual orientation or gender reassignment (known

⁴ <https://www.oscr.org.uk/guidance-and-forms/guidance-and-good-practice-for-charity-trustees/remuneration-paying-charity-trustees-and-connected-persons/>

as “protected characteristics” under the Equalities Act 2010) unless this can be justified (see below). It also means that applicant groups should seek to remove any barrier to participation and it should be possible for anyone in the intended beneficiary group to find out about the activity or service. Ideally, the activities/services should be widely promoted within the community or specific interest groups. Potential further barriers may be: physical (e.g. accessibility of the venue); financial (e.g. relating to any charge or transport costs); geographical (relating to transport availability / journey time); psychological (e.g. to do with confidentiality); cultural, language or literacy barriers.

- Similarly, the organisation’s membership criteria should not exclude any individual on the basis of protected characteristics, unless this can be justified (as below). In addition to equalities considerations, organisations that welcome a diverse range of interests and perspectives may bring in a wider set of skills and experience, innovation, and/or engage new sections of the community.
- Where an organisation restricts membership and / or access to its services or activities to people who share one or more of the protected characteristics (e.g. by gender), the GDT may only consider an application for funding if it is clear that excluding other individuals is objectively justified, or is done to prevent or compensate for disadvantage linked to the protected characteristic. For example, it may be justifiable to have membership and/or access to a service restricted to women only if a mixed gender environment would act as a barrier to their participation, or to restrict membership to parents / carers of children accessing a service if unrestricted membership could pose a risk to children.

Supporting **activity that takes place outwith the area of benefit** but which benefits or involves those living within it is another factor that may be an issue for potential applicants. GDT acknowledges that those living in the Fund area do make use of facilities and services outwith the area. GDT wishes to allow those organisations providing services or activities outwith the Fund area of benefit to apply to the Fund where they can demonstrate that the service or activity in question does (or will) primarily benefit people living in the Fund area. Where this is the case, there will be an expectation that the proportion of the project costs funded will not normally exceed the proportion of beneficiaries from the Fund area. Applicants will be expected to have systems in place to allow them to identify and report the number of beneficiaries from the Fund area.

7 Future Distribution

Over time other methods described below may be developed and implemented as needs and/or opportunities arise and as agreed by GDT.

- **Targeted/strategic award-making**

Strategic, or targeted grantmaking, is designed to develop Fund grant-making from a traditional open reactive grantmaking process, without the specificity of commissioning but still ensuring accountability and transparency for the communities the awards are designed to benefit. In the context of a robust Community Action Plan, there is scope for this type of grantmaking to be used as Fund arrangements mature.

A more targeted grant scheme may be operated, seeking to address specific priorities. In each case, an identified portion of the main Fund would need to be ring-fenced for this activity. However, demand for such funding can be monitored and reported to GDT regularly and funds returned to the main pot if there is insufficient demand over a significant period.

- **Participatory Grant-making**

This is a form of competitive grant-making that involves a larger number of local people having a direct say on which proposals receive funds through a voting process (either on-line or at a public event). Proposals must however still meet with the Fund's purposes and with basic eligibility criteria, so will need to be screened beforehand.

Individuals may have experience of other participatory budgeting initiatives. Approaches vary, including presentations by applicant groups to an audience who then vote on the same day at said event or via online voting or again in person at a drop in event where applicants had stalls.

8 Evaluation and Review

Evaluation of funded activity is important to show how the Fund is making a difference and so that GDT and other stakeholders learn lessons for the future, informing Fund reviews.

All funded projects will be required to submit a completion report to Foundation Scotland identifying the project's impact. In due course, multi-year projects will also have to submit regular monitoring returns - at least annually and sometimes more frequently depending on their size.

The completion report invites the group to share how the project went and what has been achieved. We will be asking for some feedback and the extent to which the project has made a difference in any of the Fund's main change areas.

Foundation Scotland will produce a Fund annual report showing projects funded, as analysed by outcomes etc. The report will also contain a selection of case studies which capture impact and lessons learned.

The wind farm owner, GDT and Foundation Scotland will keep the arrangements for delivering community benefit under review. At a later point an external evaluation may be commissioned to help evidence learning and impact in the Fund's initial phase.

9 Promotion and Communications

A successful Fund requires clear and ongoing communication, for example about what will be supported, how to apply, what has been supported, and the success and learning of funded projects.

GDT and Foundation Scotland work together to ensure the Fund is promoted across the area of benefit and information about awards and the difference being achieved through them is widely shared. To this end a Communications sub group meets on a monthly basis to plan communications activity.

This will include using local print newspapers (particularly the Glenkens Gazette and Galloway News) and social media as much as possible, alongside creating an annual report to summarise and celebrate the work of the Fund. Outreach events will provide an opportunity for prospective applicants to discuss their project ideas with Foundation Scotland and GDT.

In addition GDT, when restrictions allow, will look to run at least one annual event that can bring awardees together to share project progress and potentially identify new opportunities for collaboration. Groups being offered awards will be required to commit to attending that event if invited.

The Fund has a dedicated page on Foundation Scotland's website and its own social media presence on Facebook and Twitter using the handle **glenkenstrust**. At a future point the Fund may develop its own website.

Fund material will be available to download. Applications can be made using a Word version of the form and email in or applications can be completed online. In 2021 hard copy materials will no longer be provided, a change which was catalysed by

Covid-19 restrictions but which will be maintained for environmental and practical reasons.

Applicants are required to have an email address and Foundation Scotland will send written material by email. In exceptional cases hard copy letters and accompanying documentation will be issued.