

GORDONSTOWN WIND FARM COMMUNITY FUND (AUCHTERLESS, INVERKEITHNY & FISHERFORD)

Panel Member Role Profile

Overview

Gordonstown Wind Farm Community Fund (Auchterless, Inverkeithny & Fisherford) is provided by Ventient Energy, owners and operators of Gordonstown Wind Farm. Not-for-profit groups and organisations working to benefit people in the Auchterless, Inverkeithny & Fisherford area (defined as the Community Council boundary) can apply for grant support.

The Fund is administered by an independent grant making charity, Foundation Scotland. The Foundation supports the Panel and carries out all grant making, publicity and financial administration.

The Panel is an informal body of residents drawn from the Auchterless, Inverkeithny & Fisherford area for the following purposes:

- To review the Fund's purpose and priorities, informed by wider community engagement
- To advise Foundation Scotland on grant awards from the Fund
- To advise Foundation Scotland on how the Fund can be promoted locally and to assist where necessary with that promotional activity
- To work with Foundation Scotland to review how the Fund is operating with a view to ensuring it is widely available, accessible and achieving impact.

Panel members may come from any walk of life. In fact, the more diverse the Panel, the more representative of the local communities it is likely to be. The only qualifications for Panel membership are that you:

- are aged 16 or over
- are resident in the Auchterless, Inverkeithny & Fisherford area
- take a healthy interest in community issues and activities, and
- are keen to see the Fund make a real difference for the communities.

Panel members are selected through an open and transparent process and are expected to serve for between two and four years.

A conflicts of interest policy ensures that Panel members are not involved in decisions about grant applications from groups they are directly involved with.

Key Responsibilities

- **Determine / review the Fund Strategy:** The Panel decides on any local priorities that the Fund should support, award sizes, application deadline, and the overall grant-making approach.
- **Attend an induction session and any further training:** Provided by Foundation Scotland, these will focus on building an effective Panel that understands its role and responsibilities, the grant making process, and policies relating to the smooth functioning of the Panel.
- **Review assessment reports:** Foundation Scotland assesses all applications to the Fund and provides reports for consideration by Panel before each grant-making meeting.
- **Attend Panel meetings and make decisions on awards:** Panel members also review the Fund's financial position, information on the achievements and outcomes reported by grant recipients and consider any other relevant items of Fund business.
- **Promote the Fund locally:** Panel members are encouraged to play a role in promotional activity e.g.: distributing posters, forwarding emails, attending publicity events.
- **Providing information on the Fund to the community council (or equivalent):** Panel members nominated by the Community Council (or equivalent body) will share information to ensure the Community Council is informed of Fund activity.

Additional information

- The Panel is supported by a staff member at Foundation Scotland. The Foundation will assess all applications, arrange Panel meetings and provide papers for these.
- Currently the Fund receives applications on a rolling basis, with no set Panel meeting dates. The precise number of Panel meetings will depend on demand for grants and the amount of funding available.
- This role is voluntary but all reasonable expenses (travel and/or childcare) incurred by Panel Members in the line of duty may be met from the Fund.
- The Foundation promotes openness and transparency in its community benefit work and will make brief information about Panel members available on our website. This will not include their contact details.

For further information or to discuss the role, please contact Tom Black at Foundation Scotland on 07584 323850 or at tom@foundationscotland.org.uk