**Vision Fund : EXPRESSION OF INTEREST**

**Expressions of Interest can be submitted at any time**

**and will be considered by the Board of Directors at their**

**next available meeting – dates are published** [here](https://penycymoeddcic.cymru/minutes-reports/) **on our website** [www.penycymoeddcic.cymru](http://www.penycymoeddcic.cymru)

**Before you submit an Expression of Interest, you *must* have:**

* **discussed your plans with us**
* **read the** [Vision Fund Guidance and Community Fund Prospectus](https://penycymoeddcic.cymru/our-funding-priorities/)

We prefer to receive proposals by email, but it’s also fine to post paper copies – remember to keep a copy for yourself.

You’ll find guidance notes in grey boxes beneath some of the questions in the Form – do read and follow them carefully. ***Please stick to the word limits indicated, we do not require extra information at this stage.***

**Once we receive your proposal, we will email you a reference number and let you know when it will be assessed.**

**By email:** applications@penycymoeddcic.cymru

Please put the name of your project and organisation in the subject field of your email.

**By post:** Pen y Cymoedd Wind Farm Community Fund CIC, 4 Gadlys Enterprise Centre (Venture Wales Buildings), Depot Road, Aberdare CF44 8DL

You are welcome to apply in the language of your choice. If you need application documents in other formats (e.g. Braille, audio tape) please let us know.

You can submit your Expression of Interest at any time. The PyC CIC Board meets six times each year and considers proposals at each meeting. Although we’ll do our best to give you a speedy response, this may not be possible when agendas are busy. Please talk to us about your planned project timetable and essential deadlines.

****

|  |
| --- |
| **VISION FUND: EXPRESSION OF INTEREST** |
| ***Internal Use Only*** | **VF** | **EOI** |  |  |  |

|  |  |
| --- | --- |
| **1** | **ORGANISATION AND CONTACT DETAILS** |
| **1.1** | **Organisation / Business Name:** |  |
| **1.2** | **Registered Address** **(including Postcode):**  |  |
| **1.3**  | **Contact Telephone No:** |  | **Date Established:** |  |
| **Email:** |  | **Website:**  |  |
| **1.4** | **Who will be our main contact?** |
|  | **Name:** |  |
| **Address:** |  |
| **Landline Number:** |  |
| **Mobile Number:** |  |
| **Email Address:** |  |
| **1.5** | **Role in the organisation:** |  |
| **2** | **ABOUT YOUR ORGANISATION** |
| **2.1** | **What type of organisation are you?** Please give registration numbers where applicable. |
| **Registered Charity** | **Charitable Incorporated Organisation** | **Company Ltd by Guarantee** | **Private Ltd Company** | **CIC** |
| Yes Number:­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_ | Yes Number:\_\_\_\_\_\_\_\_\_ | Yes Number:­­­­­\_\_\_\_\_\_\_\_\_ | Yes Number:\_\_\_\_\_\_\_ | Yes Number:\_\_\_\_\_\_\_\_ |
| **PTA** | **Community / Town Council** | **Community Amateur Sports Club** | **Other (if so, please indicate what type of organisation you are)** |
| Yes  | Yes  | Yes  | Yes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **2.2** | **Briefly describe what your organisation does** *(500 words max please)***:** |
| **2.2 Guidance:** Describe as clearly as you can:* what you do
* who benefits from your activities - where do beneficiaries live?
* your track record (impact, successful partnerships, projects and programmes delivered, key achievements).
* the expertise and experience in your organisation. If this is your first major initiative, tell us about the key people involved in your organisation – their achievements, impact and influence.

If your organisation is based outside the Fund’s area of benefit, you’ll need to demonstrate ***very clearly*** how your activities benefit the area’s communities and how many people are involved. Towns and villages within the Fund area can be found here |
|  |
| **2.3** | **Can anyone who wants to join your organisation or take part in activities you deliver (if applicable)?** If NO or Not Applicable, please explain why. | YES N/ANO |
| **2.4** | **How many of the following are involved in your organisation / business (numbers)?** |
| **Full time staff** | **Part time staff** | **Management Committee / Board** | **Volunteers** | **Members** |
|  |  |  |  |  |
| **3** | **ABOUT YOUR PROPOSAL** |
| **3.1** | **Project / Activity Name:** |  |
| **3.2** | **Briefly tell us exactly what you want to do and why you need a grant. What is your Vision? Who will be involved in delivery and how? Be as specific as possible.** *(600 words max please)*  |
| **3.2 Guidance:** This bit is important! Bullet points are fine – do stick to the word limit. Make sure you cover:* What your activity / project aims to achieve – how it links with the Vision for the area of benefit set out in the Fund Prospectus. If what you’re asking for here is part of a larger project (e.g. if it’s for a feasibility or technical study), tell us about that too – explain what it aims to do and where it fits in to the bigger project.
* How you have identified the need for the activity / project?
* Does it help to deliver any local or national plans and strategies?
* Where exactly your activity / project will be based - which geographical areas it will cover.
* What difference it will make – describe three key outcomes you’re aiming for by the end of the grant.
* How you’ll ensure that the project / activity will *directly* benefit people and communities in the Fund area.
* Details of any partner organisations.

If the base or hub for your proposed activity is outside the Fund area, you’ll need to demonstrate as clearly as you can how it will provide benefits for people and communities within it: what unique facilities does or will it provide that aren’t available elsewhere? How many people and communities inside the Fund area will benefit? |
|   |  |
| **3.3** | **Expected start and end dates of the project/work you are applying for funding for *now*** |
| **Likely Start Date**  |  | **Likely End Date** |  |
| **3.4** | **If this application is for a feasibility / consultation or development study, or for part-costs of a bigger project, what are the future estimated start and completion dates for the full future project? *(We know that these may change.)*** |
| **Likely Start Date**  |  | **Likely End Date**  |  |
| **4**  | **Details of Funding Requested**  |
| **4 Guidance:** Match funding is not mandatory, but does add value to your proposal and helps the Fund go further. You can apply for either a revenue or capital grant, or for both.  |
| **4.1** | What is the totalcost of ***this part of your project?*** | **£** |
| **How much are you applying for *now* from the Pen y Cymoedd Vision Fund?** *Please provide a full cost breakdown of what you are applying for below* | **TOTAL £** |
| ***Capital / Revenue / Other*** | ***Item / Description*** | ***Amount*** |
|  |  | **£** |
|  |  | **£** |
|  |  | **£** |
|  |  | **£** |
|  |  | **£** |
|  |  |  | **£** |
|  |
| **If you are applying for a feasibility study, how much do you estimate the full future project will cost?** | **£** |
| **Guidance** If you’re applying for a feasibility / consultation or development study, or for part-costs of a bigger project – please provide an estimate of the anticipated overall cost of the main project (as a rule, a maximum of 10% of the full future project cost will be awarded for feasibility and development work). |
| **Will you need any additional funding from other sources? If so, please complete table below.** |
| **Source of Funds** | **Amount Requested** | **Description** | **Confirmed Y/N** | **Date expect to receive decision** |
|  | £ |  |  |  |
|  | £ |  |  |  |
|  | £ |  |  |  |
|  | £ |  |  |  |
| **5** | **Confirmation and Sign Off** *By signing this application, I am confirming that:** *The information I’ve given is correct to the best of my knowledge*
* *I’ve read the Vision Fund Guidance and Prospectus*
 |
| **5.1** | **Name:** |  |  |
| **Signature:** |  |
| **Date:**  |  |
| **5.2** | **How did you hear about the Vision Fund?** |  |
| **5.2 Guidance** This helps us to understand how Fund publicity is working. We want as many people as possible to know about it. |
| **6** | **Please help us to improve how we manage the Pen y Cymoedd Wind Farm Community Fund!** |
|  | We welcome and act on feedback and would appreciate the opportunity to ask what you think of this stage of the application process.  Tick if you DO NOT wish to be Contacted  |  |
| **7** | **Data Protection Statement** |
|  | By submitting your information, you agree to allow Pen y Cymoedd Wind Farm CIC to retain your personal data and to use the information you give us during assessment and during the life of your grant (if awarded) to administer and analyse grants and for our own research purposes. We may give copies of all or some of this information to individuals and organisations (public, private and voluntary sector) we consult when assessing applications, monitoring grants and evaluating the Fund. We ask all those we share data with to comply with a confidentiality Code of Conduct. This includes confidentiality regarding intellectual property, commercial or project plans. To safeguard the Community Fund and to manage risk we may also use your personal information to conduct appropriate identity and verification checks. If you provide false or inaccurate information in your application or at any point in the life of any funding we award to you and fraud is identified, we will provide details to fraud prevention agencies, to prevent fraud and money laundering. We recognise the need to maintain the confidentiality of vulnerable groups and their details will not be made public in any way, except as required by law.  |