Glencairn Community Council Wind Farm Fund

Application Form B - Grants over £2,000 | Interim Revision August 2026

Date received	Eligible / complete	Decision date	Award / reference

Before completing: Read the current General Information and Conditions before completing this form. Complete every relevant question and write "not applicable" where appropriate.

Closing date and time	***14th September 2026 - 23:59 hours***
Submit to	***secretary@glencairncc.org***
Amount requested	*£*

Form B: The maximum grant available in any funding round will be stated when applications are invited. Form B is intended primarily for constituted organisations and other eligible bodies.

Section 1 - Applicant and contact details

Organisation name	
Contact person	
Position in organisation	
Registered / correspondence address and postcode	
Telephone number	
Email address	
Website / social media	*Optional*

Section 2 - Organisation details

[ ] Constituted voluntary or community organisation
[ ] Registered charity
[ ] Not-for-profit company, social enterprise or other community body
[ ] Informal group applying through an accountable organisation
[ ] Private business applying exceptionally for a defined community-benefit project

Legal structure	
Charity / company / registration number	

Year formed	
Main operating area	
Number of committee / board members	
Number of volunteers / members	
Paid staff	*Full-time: _____ Part-time: _____*
VAT registered?	*[ ] No [ ] Yes - VAT number: _____*

2.1 Main purpose and current activities

2.2 Who currently benefits from the organisation's work?

2.3 Previous GCCWFF awards
List year, project, amount and current status. Write "none" if not applicable.

Section 3 - Project proposal

Project name	
Project location	
Proposed start date	
Proposed completion date	
Project manager / lead	

3.1 Project summary

Describe the project, main activities and what the grant will purchase or pay for.

3.2 Need and evidence

What problem, need or opportunity will the project address? What evidence supports this?

3.3 Benefit to Glencairn residents

Explain who will benefit, how they will benefit and why the project is relevant to the Glencairn Community Council area.

Estimated number of direct beneficiaries	
Estimated number of wider / indirect beneficiaries	
How were these estimates calculated?	

3.4 Community consultation and support

Describe consultation undertaken and attach supporting evidence, such as survey results, meeting notes, letters or partnership confirmations.

3.5 Outcomes and measures of success

What changes or results do you expect, and how will these be measured?

Section 4 - Delivery plan and timetable

Milestone / activity	Lead person	Target date	Evidence of completion

4.1 Delivery capacity

Who will manage and deliver the project? Summarise relevant skills, experience, partners and external support.

4.2 Main risks and controls

Identify the main risks to cost, programme, participation or delivery and explain how they will be managed.

4.3 If the full grant is not awarded

Could the project proceed with a reduced award, alternative specification or phased delivery?

Section 5 - Project budget and funding

Total project cost	*£ - state whether figures include irrecoverable VAT.*
Amount requested from GCCWFF	£
Funding already secured or received	£

Funding applied for / awaiting decision	£
Funding gap after this application	£
Applicant cash contribution	£
Applicant in-kind contribution	*Describe and estimate the value.*
Funding intended / planned but not yet applied for	£
Other potential funding known or under consideration	£

Provide a detailed breakdown of the amount requested. Attach quotations or other evidence of cost in accordance with the General Information and Conditions.

Item or activity	Supplier / basis of cost	Total cost (£)	Amount requested (£)

5.1 Other funding

MANDATORY DISCLOSURE: Applicants must disclose ALL funding relevant to the project, including funding already secured or received, applications awaiting decision, funding they intend to apply for, and any other potential funding sources known or under consideration, even where no application has yet been made. List every source below, including potential sources for which no application has yet been submitted.

Funding source	Amount (£)	Status (received / secured / pending / planned / potential)	Date applied / intended	Decision / expected date	Notes

Continuing duty of disclosure: From submission of this application until final reconciliation, the applicant must notify GCC of any additional project funding applied for, offered, awarded, received or otherwise identified as a potential

Funding source	Amount (£)	Status (received / secured / pending / planned / potential)	Date applied / intended	Decision / expected date	Notes
source, including sources not known or not applied for at the date of this application.					

5.2 Basis of supplier selection

Where the lowest quotation is not proposed, or the normal number of quotations cannot be obtained, explain why.

Section 6 - Financial position

Financial evidence: Attach the most recently approved annual accounts and an up-to-date financial statement. GCC may request recent bank statements or further information where necessary. Irrelevant transaction details and account numbers may be redacted, but the organisation name and balances must remain visible.

Current unrestricted reserves	£
Current restricted reserves	£
Funds already committed to other costs	£
Amount of unrestricted reserves available for this project	£
Financial year end	
Independent examiner / auditor	*Name and role*

6.1 Reserves explanation

Explain why unrestricted reserves cannot reasonably meet all or part of the project cost. Identify any reserves policy or designated commitments.

6.2 Cash flow and payment profile

For a staged project, explain when grant payments will be required and how expenditure will be managed.

Section 7 - Permissions, assets and ongoing costs

Does the project involve land or buildings?	*[ ] No [ ] Yes*
Owner / landlord	
Written owner approval attached?	*[ ] Not applicable [ ] No [ ] Yes*
Planning permission / building warrant needed?	*[ ] No [ ] Yes [ ] Unsure*
Other licences or consents needed?	*[ ] No [ ] Yes - give details below.*
Who will own the funded asset?	
Insurance arrangements	

7.1 Permissions and approvals

List all required permissions, licences, warranties or approvals and their current status.

7.2 Future running, maintenance and replacement costs

Explain how these costs will be met after the grant ends.

7.3 Future of the asset

What will happen to the asset if the organisation closes or no longer uses it for the approved purpose?

Section 8 - Referees and conflicts of interest

8.1 Independent referee 1

Provide name, role, organisation, telephone number and email address. The referee must not be a member, employee or close relative of anyone involved in the applicant organisation.

8.2 Independent referee 2
Required for applications requesting more than £5,000.

Connection or conflict of interest
Is the applicant, or any trustee, committee member, employee or close family member connected with a member of Glencairn Community Council or the funding panel? [ ] No [ ] Yes. If yes, give details. A connection will not automatically prevent an award.

Section 9 - Declaration

The information in this application and its supporting documents is accurate and complete to the best of my knowledge.

I am authorised to submit this application on behalf of the organisation.

No expenditure for which funding is requested was incurred before the application deadline unless expressly disclosed.

I confirm that all funding relevant to this project has been disclosed, including funding received or secured, applications awaiting decision, funding the organisation intends to apply for, and potential sources known or under consideration even where no application has yet been made.

I understand that this is a continuing duty and the organisation will notify GCC of any change to the project funding position until final reconciliation.

The organisation has considered all required permissions, insurance, procurement, health and safety, tax and legal responsibilities.

Any grant will be used only for the approved purpose and material changes will be agreed with GCC in writing.

GCC may publish a summary of the application and decision. Personal, financial and other confidential information will not form part of that published summary.

Any relevant connection with a councillor or funding-panel member has been declared.

The organisation will comply with the grant conditions, retain evidence of expenditure and submit interim and final reports.

Name	Position	Signature	Date

Checklist

[ ] The form has been completed, signed and dated.
[ ] Constitution or governing document is attached if this is a first application or it has changed.
[ ] Most recent approved annual accounts are attached.
[ ] Up-to-date financial statement is attached.
[ ] Detailed budget and required quotations / cost evidence are attached.
[ ] Evidence of community consultation or support is attached.
[ ] Relevant permissions, owner approval and partnership confirmations are attached or their status is explained.
[ ] Any overdue GCCWFF feedback forms or interim reports have been submitted.

Reporting and payment: Successful applicants must provide an interim report every six months while the project remains incomplete and a final report within eight weeks of completion. GCC may make larger awards in stages and require evidence before each payment.