



Viridor in East Sussex Fund

FUNDING CRITERIA



THE PANEL

Applications that meet the criteria of the Fund are reviewed quarterly by the Viridor in East Sussex Board, including representation from East Sussex County Council (ESCC), Districts and Boroughs within ESCC and Viridor.

The panel will follow the Fund’s criteria to award the Fund monies to schemes and projects where it can deliver the best results for the benefit of the qualifying communities.

Once a short list of applications has been determined the Panel will be asked to vote on those schemes they consider will have the most benefit to the local community and meet the **key objectives of the Fund**, which focus on:

- **Environmental sustainability**
- **Community involvement**
- **Local need**
- **Value for money**
- **Education**

A quorum of at least four members of the funding panel must be present for any funding decision to be made.

Fundamental to this success is the accountability of the VIESF Board in ensuring equality of treatment for all sectors of the community. The Chair of the Panel will rotate on an annual basis.

Board members are advised not to discuss any decisions made at quarterly meetings before the administrator has officially notified the applicant of the outcome of the meeting. To do so may cause embarrassment, not least if the applicant learns of the decision through a third party.

Meetings must take place with the Chair in attendance as it will be the Chair who has the casting vote in the event of a split decision.

The Board must declare any interest they may have in any application which is presented at a meeting. Where such a declaration is made, the member concerned will be invited to speak in connection with the application, but will be asked to refrain from voting when the funding decision is made.

Board members are prohibited from being involved in specific applications, but any organisation they represent may still submit applications.



LOCAL NEED



COMMUNITY INVOLVEMENT



EDUCATION



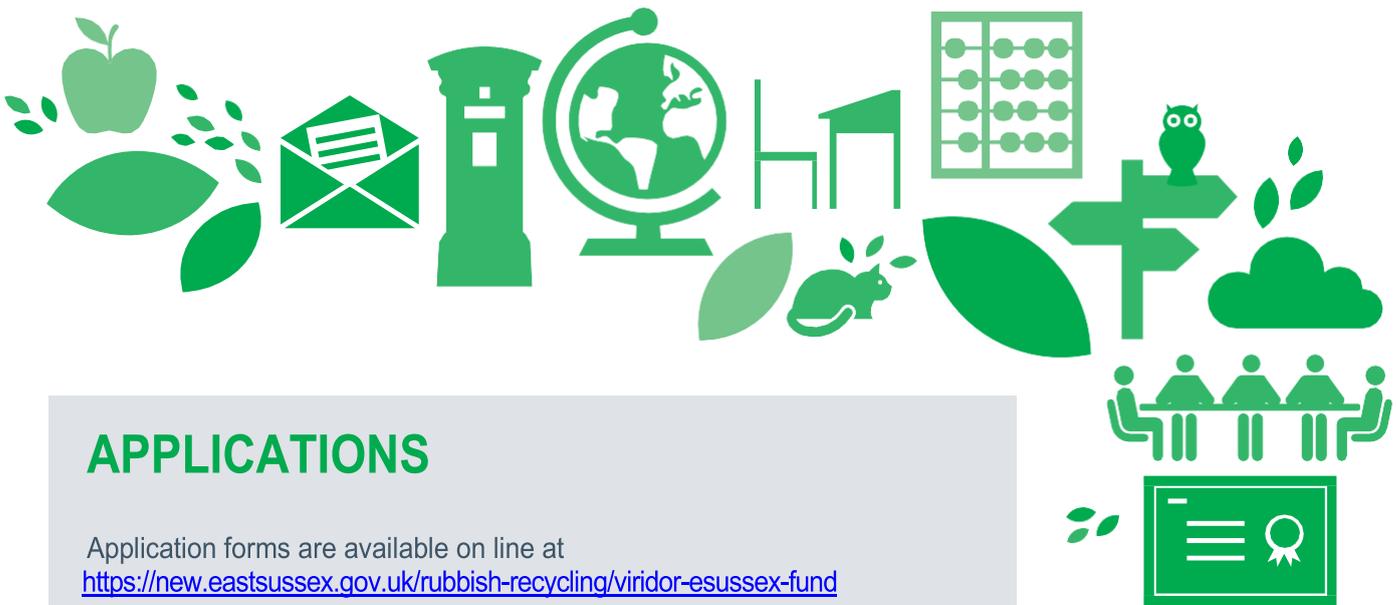
VALUE FOR MONEY

ADMINISTRATION

Board meetings will be held quarterly towards the first week of the respective month.

The closing date for applications will be 1 month before the panel meeting and applications will be circulated to the panel within 2 weeks of the meeting.

Once an application has been determined, the administrator will also be responsible for informing the applicant of the outcome and, for those applications that have been successful, processing the supporting paperwork ensuring that agreed authorisation procedures are followed to facilitate successful transfer of monies to the applicants account.



APPLICATIONS

Application forms are available on line at <https://new.eastsussex.gov.uk/rubbish-recycling/viridor-esussex-fund>

Completed forms should be returned by email to viridoreastsussex@viridor.co.uk

ELIGIBLE APPLICANTS

Any organisation or group, which is properly constituted, not-for-profit and not controlled by a local authority can apply for funding.

The number of applications that one project can make over a given period will be restricted to one per application per year.

REQUIREMENTS FOR PROJECT APPLICATIONS

A project needs to be located within the administrative area of East Sussex County Council.

Funding will *not* be provided for any of the following:

- Staffing costs
- Running costs of a project
- Project where a statutory duty applies: for example services run or provided by the local council
- Maintenance costs for buildings or facilities
- Individuals seeking sponsorship to further pursue or develop in a sport, profession or skill.
- Individuals seeking donations for charitable events such as fun runs, sky dives etc.

All applications will initially be assessed by the Administrator to ensure they are not excluded by any of these requirements. Ineligible or non-compliant applications will be returned to applicants with feedback.



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All projects that meet the initial application requirements (as identified on page 4) will then be scored on the 9 factors identified below. Applications will need to score a minimum of 6 points from the 9 points below to be eligible for funding.

- 1 DEMONSTRATE LOCAL NEED IN THE GEOGRAPHIC AREA
- 2 DEMONSTRATE COMMUNITY PARTICIPATION, PARTNERSHIP AND BENEFIT
- 3 DEMONSTRATE SUSTAINABILITY
- 4 DEMONSTRATE ENVIRONMENTAL BENEFIT
- 5 DEMONSTRATE EDUCATION, LIFE LONG LEARNING AND SKILLS
- 6 DEMONSTRATE VALUE FOR MONEY
- 7 DEMONSTRATE SOCIAL INCLUSION AND BREADTH OF ENGAGEMENT
- 8 DEMONSTRATE ENGAGEMENT WITH A VARIETY OF ACCESS POINTS
- 9 PROJECTS THAT WILL OFFER A STRONG BENEFIT FOR THE LOCAL AREA THROUGH JOBS, TRAINING AND SKILLS.

ACKNOWLEDGEMENT AND PUBLICITY

Successful projects will be required to give a timely report or update detailing how the funds were spent and outcomes delivered from the funding. A feedback form will be sent to successful applicants and time frames provided for the feedback.

Projects will be expected to provide photographs, or relevant permissions and access for Viridor's photographer to obtain photos, to be used to demonstrate the community benefit from the donation. These pictures may be used in Viridor and/or East Sussex County Council's publicity and Corporate Social Responsibility (CSR) materials including newsletters, website, social media and more formal CSR reporting.

