

# **Scotmid Community Grant: Funding Terms and Conditions**

## **1. Eligibility Criteria**

### **1.1 Applicant Requirements:**

- The applicant must be a group or individual acting for the wider benefit of a community that Scotmid serves.
- The applicant must live within the geographic boundaries of one of our stores.

### **1.2 Project Requirements:**

- The project must address a community issue or support a local community initiative.
- The project must provide benefits to a community that we serve.

## **2. Successful Applications**

**2.1 Eligible Groups:** Applications are welcomed from groups including local community, self-help, voluntary groups, and charities (including local branches of national charities), or individuals acting for the benefit of the local community. The primary focus must fall into one of the following categories:

- +65 groups (age)
- Active Lifestyles
- Arts & Culture
- Children/Youth
- Community Group
- Co-operative
- Environment
- Fair Trade
- Health & Wellbeing
- Social Inclusion

### **2.2 Project Location:**

- The group or project must be based in or benefit a community served by one of our stores.

### **2.3 Reference Requirement:**

- An independent reference is required for applications. Please obtain permission from your chosen referee before providing their details to us.

### **2.4 Grant Form:**

- A successful grant may come in the form of money, Society vouchers, or a combination of the two.

## **3. Exclusions**

### **3.1 Excluded Groups:**

- Groups other than community, self-help, and voluntary groups – groups that use their surplus for the benefit of an individual or business.
- Auxiliary groups of Scotmid.
- Overseas charities – Scotmid supports local communities and therefore excludes overseas charities.

### **3.2 Excluded Activities:**

- Non-community projects – any project supported must benefit a community served by one of our stores.
- Overseas activities – projects benefiting communities overseas are not supported.
- Religious worship – applications supporting fundraising, campaigning, or other activities associated with any religion are not accepted. Applications from religious bodies are considered only if there is a wider benefit for the local community.
- Core activities of statutory services – statutory services seeking grants for core activities such as school improvements, libraries, or essential hospital equipment are excluded. However, applications relating to special projects benefiting local communities will be considered.
- Party political activity – applications supporting fundraising, campaigning, or other activities associated with any political party are not accepted.
- Individual sponsorship – applications supporting individuals are not accepted.
- Travel, accommodation, and entry fees.
- Ongoing running costs – grants are not awarded for generic ongoing running costs such as rent, bills, or staffing (including contractors, trainers, etc.). Applications must be for one-off investments, purchases, or events covered by the categories detailed in section 2.1.
- Using the grant to pay for sessional workers such as instructors, contractors, trainers, or speakers.

## **4. Grant Terms & Conditions**

The terms and conditions below set out the relationship between Scottish Midland Co-operative Society Limited (Scotmid) and you as an individual or your group. If you have any questions or need help understanding the terms & conditions, contact the Membership and Community Team on 0131 335 4433 or email [membership@scotmid.co.uk](mailto:membership@scotmid.co.uk).

### **4.1 Additional Information:**

- Scotmid can request extra information to support your application.

### **4.2 Final Grant Amount:**

- The amount provided is final, and we will not increase it if you overspend or have calculated your costs incorrectly.

### **4.3 Unspent Grant Funds:**

- Any unspent grant funds must be returned to us.

#### **4.4 Pre-Grant Expenditure:**

- Scotmid is not responsible for any expenditure incurred before receiving our letter confirming grant details.

#### **4.5 Publicity:**

- Scotmid may use your name and address in any publicity about the grant. We may also advertise the award of community grants on our website, social media channels, and/or in the press.
- Please seek Scotmid's approval before promoting the grant in publicity related to your project.

#### **4.6 Reporting Requirements:**

- Successful applicants must agree to provide a report on how the community grant was used and the benefits experienced by the local community as a result.

#### **4.7 Follow-up Visits:**

- You must agree to cooperate with us on any follow-up visits.

#### **4.8 Misuse of Funds:**

- Scotmid can ask you to return the grant in full if we find it has been used for a purpose other than that stated in your application.

#### **4.9 Return of Society's Assets:**

- If any of the Society's assets (such as marketing banners or props) are provided, they must be returned to your local Scotmid or Semichem store, and the Membership and Community Team must be informed.

#### **4.10 Decision Finality:**

- The Regional Committee's decision on your application is final, and they may choose not to answer any questions about the decision.

**4.11 Grant Recovery:** Scotmid may withhold all or part of the grant, or recover all or part of any payment if:

- You break any part of this agreement.
- Any information in the application form or supporting document is incorrect or misleading.
- Your group or project ends for any reason.

#### **4.12 Multiple Applications:**

- Only one application per person/organisation/event will be supported in a 12-month period.

#### **4.13 Publicity Material:**

- Where you have indicated that the grant will be publicised, you must send the relevant publicity material to your Scotmid contact.

### **5. Guidelines for a Successful Application**

Please read the following carefully before completing and submitting your application. Your application will be considered by the Regional Committee in your geographic area.

#### **5.1 Application Timing:**

- Applications must be made at least eight weeks before the grant is required. This timescale allows your application to be submitted to the relevant Regional Committee and for their decision to be actioned if a grant is to be awarded.

#### **5.2 Guidance and Assistance:**

- If you require any guidance or assistance in completing this form, please contact the Scotmid Membership and Community Team, who will be delighted to help: [membership@scotmid.co.uk](mailto:membership@scotmid.co.uk).

#### **5.3 Additional Information:**

- Please feel free to supply any additional information you feel is relevant and will support your application.

#### **5.4 Unsuccessful Applications:**

- If your application is unsuccessful, you may be advised why and, if appropriate, whether you should consider reapplying at a different time. The Regional Committee's decision on your application is final, and they may choose not to answer any questions about the decision.

Membership Team

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