

# NORTHUMBERLAND CLIMATE CHANGE FUND

## Terms and Conditions



1. The project must not start, or be contractually committed, before the grant offer date.
2. All projects, or expenditure, must be completed within 12 months of notification of award. In exceptional circumstances, an extension may be granted.
3. Best value must always be demonstrated by the Grant Recipient when purchasing items. The Council may ask for this evidence to be supplied, e.g. competitive quotations, screenshots from websites, etc.
4. The Grant Recipient must submit a monitoring form when the project is completed. Copies of invoices and receipts must be submitted with this form. Failure to do so may prevent further funding from the Council.
5. The applicant must have security of tenure on any facility to be grant aided either by ownership of the freehold or by means of a lease that has at least five years duration when the application is made.
6. Unless otherwise agreed, any unspent grant must be returned to the Council.
7. If the grant aided project is disposed of, or ceases to be used for the purpose the grant is given, the Council reserves the right to reclaim all or part of the grant.
8. Grant Recipients must ensure all relevant permissions and licences are obtained before they apply.
9. All liabilities for the project remain with the Grant Recipient and are not the responsibility of the Council, its partners, agents or employees.
10. The Grant Recipient must ensure that all publicity relating to the project fully acknowledges the Council.
11. If the Grant Recipient can recover VAT, then VAT must not be included in the project costs.
12. The Grant Recipient must demonstrate a commitment to equality of opportunity.
13. Any equipment purchased with the grant must remain the property of the organisation and must be available for more than one member to use.
14. The Council is subject to the requirements of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIR). The Grant Recipient shall provide all necessary assistance and cooperation which is reasonably requested by the Council for the purposes of complying with their obligations under the FOIA and EIR.
15. The Grant Recipient shall comply with all relevant UK and EU data protection legislation in delivering their obligations under this Agreement. The Council may use any information or data provided by the Grant Recipient or collected during the course of the Agreement for the purposes of management, control and evaluation and may share this with other UK and EU public bodies (or their authorised representatives or auditors) for the purposes of monitoring, evaluation and administering State Funds and monitoring EU Regulations.

