

The Horshader Community Development Trust Digital Technology Grant Rules

Background

The Trust is establishing a new fund that will award Digital Technology Grants to Horshader residents enabling the purchase of a laptop or tablet. A budget of £10,000 has been set aside for 2020, with smaller amounts being made available in 2021 and 2022 before the fund is reviewed with a view to extending it. Applications are open to individuals in our priority categories - over-65s, and children of school age. However applications from individuals that are not in the priority categories will be considered if applicants can evidence exceptional needs. The officers of the Trust have a legal responsibility to ensure that Trust funds are put to proper use. It is therefore extremely important that the Trust implements a comprehensive set of terms and conditions for the award of Digital Technology Grants that can be applied consistently and fairly over an extended period of time.

Terms and conditions

The Horshader Community Development Trust (the Trust) has as its charitable aims the desire to: support disadvantaged people in the community; support the advancement of all forms of education in the community; and to provide recreational activities for the community. Consequently, the Trust is launching a Digital Technology Grant open to applications from individuals from the South Shawbost, Dalbeg and Dalmore area, to provide assistance with the costs of purchasing equipment to enable access to online opportunities for educational and recreational purposes. This document indicates the terms and conditions associated with the award of Digital Technology Grants to eligible individuals.

1. A Digital Technology Grant Application Form must be completed in full by the applicant and forwarded to the Trust by hand, by post or by e-mail.
2. Eligibility to apply is related to eligibility to become a Member of the Trust, namely, Digital Technology Grants are open to all individuals over the age of 16 who are either residents of the Horshader area or resident within the Isle of Lewis and registered as a tenant of a croft within the Horshader area or formally sublets a croft within the Horshader area, where 'formally' is defined as a sublet that has been approved by the Crofting Commission, or a dependent or family member of the foregoing. A resident is defined as someone: who lives at a qualifying address for not less than 9 months out of 12; or has a permanent home at a qualifying address and lives there all the time apart from when on holiday or working away from home for a period of not more than 3 months at a time or when following a course of full-time education.
3. The Trust will provide a grant of up to 100% of the costs of a laptop or tablet, up to a maximum of £400.00 per application. Awardees may use personal funds to pay the excess when purchasing a laptop or tablet priced at higher than £400.00
4. Each applicant is restricted to one application per each calendar year. Households are restricted to a maximum of 2 grant awards per calendar year, and a maximum number of 4 grant awards in the 5-year period from 2020-24.
5. Grants may be used towards the cost of new laptops and tablets only.
6. Upon approval of a grant award, the applicant will be notified of the decision and provided with an expiration date before which the award must be claimed. If an award is not claimed in the time allocated it becomes void.
7. Grants will be paid to awardees on receipt of evidence of purchase. Payments will be made by bank transfer directly into the applicant's bank account. The Trust will pay the award within 28 days of receiving satisfactory evidence of purchase.
8. Eligibility to apply is restricted to residents of South Shawbos, Dalmore, and Dalbeg, and to anyone who is eligible for full HCD membership. Evidence of the address being the applicant's main residence may be requested before a decision is made.
9. The Trust will take no longer than 1 calendar month to respond to an application.
10. The grant award is not transferrable to another person, regardless of their eligibility.
11. The Trust will comply with the requirements of the Data Protection Act 1998 in the management of all personal information associated with any bursary application.
12. The Trust can accept no liability for any consequences, whether direct or indirect, that may come about from the applicant receiving or using the grant award funds or from a withdrawal, for whatever reason, of the grant.

13. The Trust is keen for the Horshader Community to gain benefit from the award of grants and bursaries. Accordingly, the applicant will:
- Provide a short report (no more than 200 words) for the Trust's Annual Report on what receiving the grant award has meant to them;
 - Consent to any publicity about the grant and the project as the Trust may from time to time require.
14. On approval of a grant award, the applicant must sign and date these terms and conditions before the monies can be transferred to the individual.
15. Failure to comply with any or all of these terms and conditions will result in the application being refused.