

# Cronfa Gymunedol y Carneddau

## Guidelines for applicants



**CRONFA  
DREFTADAETH  
HERITAGE  
FUND**



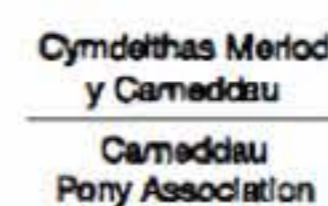
PARTNERIAETH TIRWEDD Y  
**CARNEDDAU**  
LANDSCAPE PARTNERSHIP

# About the Carneddau Landscape Partnership Scheme

The Carneddau Landscape Partnership Scheme (LPS) is a 5-year programme seeking to help conserve the threatened heritage of the Carneddau by increasing understanding and enjoyment of its history, cultural traditions and wildlife. A £1.7 million grant from the National Heritage Lottery Fund will help deliver the scheme, worth over £4 million. The key aims of the scheme are:

- To protect rare habitats and species, nationally important archaeological remains and distinctive landscape features.
- To keep the traditions, knowledge, and place names of the landscape alive.
- To promote sustainable land use practices.
- To help as broad an audience as possible to discover, record, conserve and celebrate the Carneddau through events, activities, training, new interpretation and better access.
- Achieve our core aims whilst maintaining the overall number of visitors within sustainable levels.

The Carneddau Landscape Partnership Scheme is led by Snowdonia National Park Authority, in partnership with:



# About the Cronfa Gymunedol y Carneddau grants

The Cronfa Gymunedol y Carneddau grants are available for small-to-medium sized projects such as events, equipment purchase, printing and publication costs for activities aligned with the aims and objectives of the Carneddau LPS.

You can apply for a grant of between £200 and £5,000 for projects.

The grant scheme has limited funding and we will not be able to support all applications, so we will apply the following rules:

- We will only consider one application from you at a time, so please prioritise your project ideas;
- If an application is successful, you can't apply for another grant until your live project has been practically and financially completed and signed off by Carneddau LPS;
- You can receive up to three grants during the five years of the Carneddau LPS but the aggregate will be capped at £10,000;
- For exceptional project proposals the maximum grant value, the number of grants received by an applicant, and/or the total grant value received by an applicant may be increased.

**This guide provides details about the grant in terms of what the Cronfa Gymunedol y Carneddau Grants Scheme can fund, who is eligible to apply, any restrictions and what you need to provide with your application form.**

It is important that all applicants read this guide as it gives additional information to that contained within the application form. All applications must be made on the application form and a variety of supporting documentation is required.

The Cronfa Gymunedol y Carneddau Grants Scheme is administered by the Carneddau LPS staff team, based at the Snowdonia National Park Authority. The team can answer any questions and give assistance and/or advice to potential applicants to ensure the best possible outcome.

Applications for grants of up to £1,000 will be decided by officers from the Carneddau LPS staff team and subject to availability of funding there are no deadlines for submission. Grants applications of over £1,000 will be assessed two times a year by a panel drawn from the Carneddau Landscape Partnership and co-opted community group and volunteer organisation representatives.



# Who can apply?

We welcome applications from groups and organisations, including public bodies, community groups and partnerships, for example a partnership between a heritage organisation and a community group. You must have a bank account which needs two unrelated people to authorise cheques and make withdrawals.

## Eligible applicants are:

'Not for profit' groups and organisations that fall into one or more of the following categories:

- A community or voluntary group/organisation
- A registered charity
- A social enterprise or other non-profit making organisation
- A parish council
- A school
- A chapel or church group
- A local authority.

## Ineligible applicants are:

The following cannot apply for a Cronfa Gymunedol y Carneddau grants:

- Individuals
- Private businesses
- Any other organisation (formal or informal in structure) with the ability to distribute funds and/or assets among its members
- Applications for projects that will not benefit the Carneddau area.

# Fund Objectives

Cronfa Gymunedol y Carneddau grants assisted projects must contribute to the aims and objectives of the Carneddau LPS.

The landscape partnership scheme's core aims are to:

- A. Protect rare habitats and species, nationally important archaeological remains and distinctive landscape features.
- B. Keep the traditions, knowledge, and place names of the landscape alive.
- C. Promote sustainable land use practices.
- D. Help as broad an audience as possible to discover, record, conserve and celebrate the Carneddau through events, activities, training, new interpretation and better access.
- E. Achieve our core aims whilst maintaining the overall number of visitors within sustainable levels.

## Objectives of the Carneddau Landscape Partnership Scheme:

1. To enhance the management, interpretation and condition of the heritage of the Carneddau.
2. To make a difference to the way people think about the Carneddau, developing skills, knowledge and understanding of its heritage. The scheme will offer opportunities for people of all ages and backgrounds to participate in different activities, with an emphasis on physical and social activities that promote health and well-being. These will include volunteering, outdoor activities and citizen science projects.
3. To benefit communities by reducing negative environmental impacts on the Carneddau. Projects will focus on enhancing habitats and species through changes in land management practices; lowering flood risk through increasing water retention in the uplands; increasing carbon capture as a result of improvement to peat habitats; improving historic landscape character; and reducing damage to scheduled monuments.

# What will the grant scheme fund?

Costs that can be supported are:

- Capital costs (e.g. equipment, building costs), revenue/activity costs (e.g. training, specialist input, room hire, event costs, event publicity, leaflets) or a mix of the two, but projects must have a strong heritage focus. Projects should be accessible to the general public (unless there is a good reason why access is undesirable) or be clearly visible from a public right of way, and be supported by the local community;
- Interpretation of natural, built and cultural heritage;
- Investigating and recording the cultural history of the area, including oral histories;
- Educational, artistic and/or recreational initiatives on historical or ecological themes;
- Initiatives to improve people's heritage skills.
- Restoration, creation and/or sustainable management of habitats;
- Protection, restoration and enhancement of historical features and archaeological remains;
- Surveying, recording and monitoring of historical or ecological features;
- Improved public access, where appropriate;

## Costs that **cannot** be funded:

- Projects of little clear heritage value;
- Projects with little or no public benefit;
- Projects that are not benefiting the Carneddau;
- Projects that do not meet the aims and objectives of the Carneddau LPS;
- General appeals;
- Recoverable VAT (if you are not VAT registered, then VAT can be applied for);
- Retrospective costs (costs incurred or committed to before receiving a Grant Offer Letter);
- Projects that don't have the landowner's consent (if you don't own the land);
- Projects in which a significant proportion of costs would be more appropriately met by other grant schemes;
- Costs relating to the conversion of buildings for use as dwellings or tourist accommodation;
- Projects solely involving the purchase of land or buildings;
- Acquisition of assets in excess of £5,000 value per item;
- Running costs of your organisation or projects that are part of your everyday work;
- Statutory obligations;
- Costs for activities that are entirely or mainly set up to promote religious or political beliefs;
- Religious activities that are accessible only to people of a particular faith;
- Feasibility studies or costs for preparing grant applications for this or other projects;
- Projects where the match funding is state-aid based (such as agri-environment monies).



Giant! © Suryiah Evans.jpg



# Other considerations

## Permission and Consents

Please note that there may be restrictions/guidelines on particular projects, since much of the Carneddau LPS area falls within the Snowdonia National Park, which has many Scheduled Monuments and a large portion of it is protected by natural environment designations such as the Eryri Special Area of Conservation and SSSI status or as a National Nature Reserve. The Community Engagement Officer and other members of the Carneddau LPS staff can advise on any specific requirements.

If your project involves the development of land or buildings, we need:

- details of ownership, is there a lease on the building/land?;
- If so, how long is this lease? (projects must have at least a 6 year lease for Cronfa Gymunedol y Carneddau approval);
- proof that all planning consents have been obtained etc.
- If your group doesn't own the land/building where the project will take place, we'll need to see written consent from the legal owners.
- 'Other consents' could include: listed building / scheduled monument approval; SSSI consent etc.
- For information on historic environment features please consult the regional Historic Environment Record (contact details via [www.archwilio.org](http://www.archwilio.org)) and the National Monument Record (contact details via <https://rcahmw.gov.uk/>). For natural environment features, please consult Cofnod: North Wales Environmental Information Service (<https://www.cofnod.org.uk>).

## Snowdonia National Park considerations

Does the project accord with Snowdonia National Park Authority (SNPA) purposes and its duty? Namely:

- 'to conserve and enhance the natural beauty, wildlife and cultural heritage of the area'
- 'to promote opportunities for the understanding and enjoyment of the special qualities of the Park by the public'
- In pursuing these purposes, it is required that the SNPA seeks to foster the economic and social wellbeing of local communities.

## Your project costs

You can apply for a Cronfa Gymunedol y Carneddau grant of between £200 and £5,000 for projects with a total value of no more than £10,000.

You need to tell us what the project costs are and what the total project cost is. We can only contribute to the costs if you have included them in your project budget and provide quotes. Eligible costs include labour, professional fees, materials, transport and accommodation.

Mileage costs can be reclaimed at a rate of 45p/mile. Accommodation and subsistence can be reclaimed at a rate of £30/day.

Only include VAT if you are unable to reclaim VAT.



Surveying an archaeological site © SNPA

# Your project income

You will need to provide match funding for your project in order to receive a grant.

Match funding may come from any of the following:

- other grants, but not from another National Lottery Heritage Fund grant;
- community fundraising;
- your group's reserves.
- in kind contributions (or volunteer hours).

Cronfa Gymunedol y Carneddau grants can cover between 50% and 90% of project costs (up to a maximum grant of £5,000), depending on the type of applicant and the nature of the project. In general, grants are:

- up to 90% for voluntary and community groups, local councils non-registered charities;
- up to 70% for registered charities and not-for-profit companies limited by guarantee;
- up to 50% for local authorities / county councils.

The remainder is your match funding contribution. This can consist of cash (either yours or from other grants), donations of materials, equipment or services, or volunteer time. Volunteer time can be claimed at the following rates (set by the National Lottery Heritage Fund):

- Unskilled: £50 per day - e.g. helping to run a community event;
- Skilled: £150 per day – e.g. administrative work or activities for which training or specialist knowledge is required;
- Professional: £350 per day - e.g. accountancy, legal advice, ecological expert.

If your application is successful, you will need to provide contact details and timesheets for each volunteer (available from Carneddau LPS staff team).

The Carneddau Community Engagement Officer can offer advice on other sources of grant funding that can be used as match funding.

# The Application Process



Making flour from grain the traditional way © SNPA.JPG

## Applying for less than £1,000

Read the guidance document and ensure your project idea meets the CLP requirements.

Send in your expression of interest via email to the Carneddau team.

If the CLP officer agrees that your project idea meets our funding criteria and invites you to submit a full application.

Applications will be evaluated by two members of the CLP team on a rolling basis.

Complete the full application and return to the CLP Officer.

Your application is approved or rejected, and you are notified of the decision.



# The Application Process

Applying for more than £1,000

Read the guidance document and ensure your project idea meets the CLP requirements.



Prehistoric Cairn, Moel Faban © APCE.jpg

Send in your expression of interest via email to the Carneddau team.



Volunteers repairing a footpath © Snowdonia Society

If the CLP officer agrees that your project idea meets our funding criteria you will be invited to submit a full application.

If the applicant wishes, the CLP Officer will read a final draft, making suggestions & amendments to strengthen your application.

Submit your completed application form to the CLP Officer before one of the two yearly deadlines.

One month following the deadline the Grants Panel will convene to accept or reject your application.

You will be notified of the result the following day.

# Cronfa Gymunedol y Carneddau Panel

The Cronfa Gymunedol y Carneddau Panel are drawn from the Carneddau Partnership with co-opted community group and volunteer organisation representatives. They will be responsible for assessing applications following the recommendation of a Carneddau LPS staff team member.

The panel will assess all recommended applications for grants over £1,000 and will meet twice annually. The deadline dates for submitting applications will be publicised on the Carneddau LPS website and will be available from the Community Engagement Officer.

Grants of up to £1,000 will be decided by officers from the Carneddau LPS staff team and, subject to availability of funding, there are no deadlines for submission.

## If you are successful in your application

Successful applicants will be sent an offer letter detailing the grant awarded and a Terms and Conditions of Grant document, which must be signed and returned to indicate that the conditions have been accepted.

Generally, it is expected that the grant will be spent within one year of the offer letter date (with the exception of grant applications for projects running over more than one year). After returning your signed Terms and Conditions document you will receive notification from us to start your project.

# Cronfa Gymunedol y Carneddau grants and the Welsh language

The Welsh language is one of the special qualities of Snowdonia National Park. In the 2011 census, 58.6% of the Park's population were Welsh speakers. The Welsh language is therefore a fundamental part of our cultural heritage, which we have a duty to conserve and enhance (as defined by the National Park Authority's statutory purposes).

The National Park Authority has an adopted Welsh Language Scheme which sets out how to treat the Welsh and English Language on the basis of equality. Under the Language Scheme, and also giving consideration to the Welsh Language Commissioner guidelines on awarding grants and loans; the Authority ensures that the principle of language equality is reflected in any grant supported activity.

Therefore, when we award grants under the Cronfa Gymunedol y Carneddau we will normally include the following conditions with regard to the use of Welsh:

- Any face-to-face services or activities, in which the public will take part, should be available through the medium of Welsh and English.
- Any printed material to be produced should be fully bilingual (this includes leaflets, booklets, signs, posters, marketing, publicity and display materials).
- Any website pages to be funded by grant must be published in Welsh and English.



## Monitoring and payments

All Cronfa Gymunedol y Carneddau grants are paid in two installments:

75% at the start of the project

25% on receipt of your end of project Monitoring Report.

When making a grant claim you will be required to provide evidence of all expenditure and in-kind contributions. We will also ask you to provide evidence of cash match funding.

At the end of your project you will be required to complete a Monitoring Report in order to claim your final grant payment. In this report you will be asked to describe how your project has contributed to the grant fund's objectives, and provide evidence that your project has taken place, e.g. photographs, publicity, attendance sheets, together with evidence of final expenditure and match funding, including in-kind contributions.

All payments are made directly to your group via bank transfer, to which you are expected to acknowledge receipt. As part of the process, you are expected to keep appropriate records for 10 years. Further details are provided to successful applicants in a Terms and Conditions document.

## Reporting

You will be expected to report progress to us on a regular basis, which will be agreed with you before you start the project and as the project progresses. As a minimum we would expect reports every three months. We may choose to alter the frequency of reports depending on how well the project is progressing.

So that progress and impact of your project can be monitored we ask that you identify project milestones and outputs. A milestone marks the achievement of a recordable event or the end of a particular phase of the project. An output is a clear end result of the project. Please carefully select milestones and outputs that are appropriate and achievable.



## What we will assess

The assessment of your project will be based on the information you provide on the application form and any supporting information, so please ensure that you answer each question as fully as possible. We will take into account the value for money your project offers, the overall benefits of the project in relation to the costs, the amount of grant you want from us, and whether your organisation is capable of carrying out the project. We will also assess how your proposal:

- helps deliver the aims and objectives of the Carneddau LPS;
- is financially realistic and has a clear need for the Cronfa Gymunedol y Carneddau funding;
- promotes far greater levels of public benefit than private gain;
- provides a lasting legacy.

## Intellectual property

For projects that create or use intellectual property you need to get all permissions, waivers and licences from any other person or organisation that may be entitled to any intellectual property rights which exist or will be created to allow you to carry out and complete the project in line with your application. We reserve the right to request copies of any such permissions, waivers or licences.

## Data Protection

We will use the information you give us on the application form and during the life of any grant awarded to administer and analyse grants. We may give copies of all or some of this information to individuals and organisations we consult when assessing applications and monitoring grants e.g. Cronfa Gymunedol y Carneddau Panel. We may also share information with other organisations with a legitimate interest in the Carneddau LPS or for protection from, or detection of, fraud.

# Project publicity and acknowledgement

Successful applicants must:

- Publicise and promote your project as widely as possible. The LPS Community Engagement Officer and Communication and Interpretation Officer will be able to support you in doing this.
- Get the approval of the Communication and Interpretation Officer for content before any materials are produced or distributed.
- They must acknowledge the support they have received from Carneddau Landscape Partnership Scheme and National Heritage Lottery Fund.
- They must ensure that the Carneddau Landscape Partnership Scheme and National Lottery Heritage Fund logos are included in promotional materials. The logos must only be used in the exact form provided by us.
- Provide the LPS with digital images throughout the project with all the necessary permissions.

## Successful applications

Applicants will be informed of the outcome of their application shortly after the 'final decision' by the Cronfa Gymunedol y Carneddau Panel. If your application is successful we will send you our formal Grant Offer. You will be able to start your project as soon as you have met any conditions, have secured any match funding needed, and you have our written permission (you will not be able to claim back any monies spent before this date).

You must:

- adhere to the terms and conditions set out in the Terms and Conditions of Grant document;
- if appropriate, maintain the completed project in good repair and condition until at least 2034 (ten years from the completion date of the Carneddau Landscape Partnership Scheme).

# **Cronfa Gymunedol y Carneddau Standard Agreement**

## 1. Definitions and interpretation:

### 1.1. The following definitions apply to expressions used in this Agreement:

- a. 'we', 'us', 'our' – Snowdonia National Park Authority (SNPA), the lead partner of the Carneddau Landscape Partnership.
- b. 'you', 'your' – the individual or organisation awarded the Grant as set out in the Grant Offer.
- c. Agreement – your Application, these terms entitled "Cronfa y Carneddau Standard Agreement", the Landscape Conservation Action Plan (if your Project was included in it), the Heritage Grants Scheme Guidance (if applicable), the Grant Offer and any documents ancillary thereto.
- d. Application – any information you send us to support your request for a Grant.
- e. Approved Purposes – the purposes for which you have applied for the Grant and how you intend to carry out those purposes as set out in your Application (allowing for any changes that we may have agreed in writing up to the release of any of the Grant).
- f. Approved Usage – the use as set out in the Grant Offer to which the Project is to be put following Completion (allowing for any changes that we may have agreed in writing up to the release of any of the Grant).
- g. Digital Outputs – all material with heritage content created in or copied into a digital format by or for you in connection with the Project.
- h. Monitoring Report – the brief report you must send us before we pay the final instalment of the Grant, telling the story of the Project, its achievements and lessons learned.
- i. Grant – the amount to be provided by us as set out in the Grant Offer.
- j. Grant Expiry Date – the date by which you must achieve the Approved Purposes as set out in the Grant Offer and by which you will make the final Grant drawdown.
- k. Grant Offer – the document confirming our Grant award to you.
- l. Carneddau Landscape Partnership – the partnership of local, regional and national organisations that has developed the scheme.
- m. Heritage Grants Scheme Guidance (HGS Guidance) – the document setting out the scope of the Heritage Grants Scheme and how to apply.
- n. Landscape Conservation Action Plan (LCAP) – the document developed by the Carneddau Landscape Partnership to support its funding bid to the Heritage Lottery Fund.
- o. Project – the project referred to in your Application that consists of or includes the Approved Purposes.
- p. Project Completion Date – the date that we make our final payment and are satisfied that the Approved Purposes of the Grant including all physical works

which comprise the Project are complete to our satisfaction as confirmed in writing by us.

q. Property – any assets such as built or natural heritage features, equipment, documents or other assets such as digital properties and intellectual property rights that you buy, create, restore, conserve or otherwise fund with the Grant.

r. Third Party – anybody (other than you) who owns or controls Property listed in the Application.

s. Third Party Property – any Property listed in the Application that belongs to or is controlled by a Third Party.

## **2. The Grant**

- 2.1 You must use the Grant only for the Approved Purposes, unless you get our written approval beforehand.
- 2.2 You must not publicise your Grant award or start work to achieve the Approved Purposes until we acknowledge receipt of the Grant Offer signed by you.
- 2.3 If the Grant does not cover the full cash cost of the Approved Purposes then before work starts and before any expenditure is incurred you must ensure either you or someone else has agreed to cover the costs of the Approved Purposes that are not covered by the Grant.
- 2.4 You may receive your Grant in more than one payment. The Grant is payable against the outputs and milestones set out in your Application. Before we release the final grant you must send us your Monitoring Report if we have asked you to produce one.
- 2.5 The amount of the Grant shall not be increased in the event of you overspending or for any other reason, unless you get our written approval beforehand.

## **3. Achieving the Approved Purposes**

- 3.1 You must achieve the Approved Purposes and make your final Grant drawdown by the Grant Expiry Date. The Grant may not be used to fund any works undertaken after the Grant Expiry Date without our written approval beforehand.
- 3.2 You must use your Property, or allow it to be used, only for the Approved Usage.
- 3.3 As well as these terms of grant, you must follow the conditions (if any) set out in the Grant Offer, and address any issues we identify in the course of monitoring.
- 3.4 Any contractors or staff will be employed by yourselves and any monies should be paid to them direct by you.
- 3.5 You must ensure that you and all sub-contractors and organisations and individuals involved in the delivery of the Approved Purposes comply with all relevant health and safety requirements, practices, procedures and guidance.
- 3.6 You must ensure that all works are carried out in accordance with any approved specifications and that all necessary licences and consents are obtained and maintained.

#### **4. Monitoring and evaluating the Project**

- 4.1 You must give us any financial or other information and records we may need from time to time on the Grant, your Property, Third Party Property, the Approved Purposes (and achieving them) and the Approved Usage. We will need to see all evidence of spending you have made as part of your Project costs.
- 4.2 You must monitor your Project and, within three months of completing your Project, give us a short Monitoring Report using the template provided. The report must satisfy us that the Approved Purposes have been achieved successfully and in accordance with the terms of this Agreement.
- 4.3 You must allow us (or anyone we authorise) to have any access we may need to:
  - a. inspect your Property, Third Party Property and any work to your Property or Third Party Property;
  - b. monitor the conduct and progress of the Approved Purposes; and
  - c. monitor the Approved Usage.
- 4.4 You must keep accurate accounts and records in connection with the Approved Purposes for at least ten years after the end of the completion of the Carneddau Landscape Partnership Scheme (scheduled for 31 January 2024). You will provide access to these records at the request of us or anyone authorised by us at any time during this period. You will be notified in writing of the completion of the Carneddau Landscape Partnership Scheme.

#### **5. Your Property**

- 5.1 If you use any of the Grant yourself to buy, receive, create, restore, conserve or otherwise fund your Property, you must continue to own it and keep exclusive control over what happens to it. You must not sell, let or otherwise part with it or any interest in it, or give any rights over it to anyone else (or take any steps to do so) without our written approval beforehand. If we give you our approval, it may depend on any of the following requirements:
  - a. that you pay us a share of the net proceeds of selling or letting your Property within one month of parting with the assets or other goods;
  - b. that you sell or let your Property at its full market value; or
  - c. any other conditions we think fit.
- 5.2 If the Approved Purposes include creating, repairing or restoring your Property, you must maintain the completed Project in good repair and condition and ensure it is used only for the Approved Usage for the period as specified in the Grant Offer.
- 5.3 You must insure or procure the insurance of any works undertaken as part of the Project on your Property under a contractors' all risks insurance policy.
- 5.4 You must keep any objects or fixtures that form part of your Property in a physically secure and appropriate environment.
- 5.5 You must tell us, in writing, within five working days about any significant damage to your Property.
- 5.6 You must arrange for the general public to have appropriate access to your Property as described in the Grant Offer. You must make sure that no person is unreasonably denied access to your Property.

## **6. Publicity and Acknowledgement**

- 6.1 We and the National Lottery Heritage Fund (NLHF, the principal funder of The Carneddau Landscape Partnership Scheme) reserve the right to Promote our association with the Project and make the purpose and amount of the Grant public in whatever way we think appropriate.
- 6.2 We reserve the right to install and maintain at each location where the Project is based or operates such signs, commemorative material and other promotional material indicating the involvement of us or HLF with the Project as we or HLF may require.
- 6.3 You must publicise and promote your Project as widely as possible, but you must get our approval of the content before any materials are produced or distributed.
- 6.4 You must acknowledge the support you have received from Carneddau Landscape Partnership Scheme and HLF. Acknowledgement must be clear to all visitors using your site, to people taking part in activities, on publicity materials such as job advertisements, press releases, leaflets, invitations and posters, on permanent outcomes such as websites, interpretation panels, educational materials, maps and reports, and in written or spoken presentations.
- 6.5 You must ensure that the following reference is made: "This project is being funded through the Carneddau Landscape Partnership Scheme, an ambitious five-year programme of conservation and community projects concentrated on the Carneddau. The scheme has been developed by a partnership of organisations working in this area, and is supported by the National Lottery through the National Lottery Heritage Fund". Any variations of this must be approved in writing by us.
- 6.6 You must ensure that the Carneddau Landscape Partnership Scheme and HLF logos are included. The logos must only be used in the exact form provided by us.
- 6.7 You must provide us with digital images (or hard-copy photographs or transparencies) of the Approved Purposes, ideally taken before, during and after completion. You give us the right to use those you provide us with at any time, including putting them into a digital format and altering them. We must be able to use any photos in our promotion of The Carneddau Landscape partnership scheme without infringing the rights of any third party. You must get any necessary permission for us or you to use any photograph, transparencies or digital images we ask you for before you send them to us or before you use them.
- 6.8 You should also promote The Carneddau Landscape Partnership Scheme in general, the Carneddau Landscape Partnership Scheme website and the Carneddau Landscape Partnership Scheme social media channels.

## **7. Digital outputs**

- 7.1 You agree to:
  - a. hereby grant to us an irrevocable, perpetual and royalty-free licence to use, copy, keep and disseminate the Digital Outputs as we see fit and to grant sub-licences of the same kind;
  - b. obtain and maintain in force all authorisations of any kind required for you to use, copy, keep and disseminate the Digital Outputs and to grant such licence to us;

- c. contract to the effect that any creation by you or on your behalf of material which forms Digital Outputs is undertaken on terms that either the copyright in the digital material is assigned to you or that the copyright owner may not commercially exploit it;
- d. ensure that the Digital Outputs are kept up-to-date, function as intended and do not become obsolescent before the fifth anniversary of the Project Completion Date;
- e. comply with these terms of grant in relation to the digital files that make up the Digital Outputs for the period agreed in the Grant Offer. For the avoidance of doubt, this includes ensuring that the digital files are held securely and are available on request to the public and to us;
- f. grant licences in respect of the Digital Outputs under the Creative Commons model licence Attribution Non-Commercial but not on other terms without our prior written consent; and
- g. not otherwise exploit the Digital Outputs commercially without our prior written consent.

## **8. Grant payment and repayment**

- 8.1. We will, up to the Grant Expiry Date, pay you the Grant or any instalment of it in line with these terms of grant as long as:
  - A) the National Lottery continues to operate under the National Lottery etc. Act 1993 (as amended from time to time), and enough funds are made available to us under the Act; and
  - B) we are satisfied that you or a Third Party are achieving (and will continue to achieve) or have achieved the Approved Purposes in line with these terms of grant and that you are spending the Grant in proportion to any other funds you receive from other sources for the Approved Purposes.
- 8.2 No payment of Grant shall be made until we receive and approve evidence of all spending you have made as part of your project costs (ie copies of receipted invoices, time sheets, Monitoring Report and any other documents requested by us).
- 8.3 We may stop funding in line with these terms of grant if, within six months of the date of the Grant Offer, you have not spent at least 20% of the Grant.
- 8.4 The Grant will be regarded as withdrawn if the Approved Purposes are not completed before the Grant Expiry Date, unless an extension of time has been agreed in writing by us.
- 8.5 If we stop funding in line with paragraphs 8.3 and 8.4, you may still claim amounts you have offered to Third Parties but have not yet paid them at the date we stop funding. You may also claim any amounts we agree should still be available for you to carry out work to the Property.
- 8.6 If we stop funding in line with paragraphs 8.3 and 8.4, you must (if we ask you to) transfer any Third Party contracts to us or to someone we choose.
- 8.7 You shall repay to us any Grant paid to you as a result of an administrative error (by us, you, or any other person).

## **9. Sanctions and Termination**

9.1 If you fail to keep to any of the terms of this Agreement, or you change your status, close down or are declared bankrupt or go into receivership or liquidation, we may, by giving notice to you, do any or all of the following:

- A) suspend payment of the Grant;
- B) withdraw the Grant;
- C) require the Grant to be repaid (partially or in full);
- D) require any Property whose purchase or acquisition has been funded using the Grant to be transferred to us;
- E) allow NLHF to take over and carry forward for its own benefit any proceedings against you and transfer to NLHF any rights that we may have as a result of any of the terms of this Agreement being broken; or
- F) terminate this Agreement.

9.2. We may terminate this Agreement at any time on the expiry of not less than 30 days' notice to you.

## **10 General terms**

10.1 You may not, and must not claim to, transfer the Grant or any rights under these terms of grant.

10.2 You must take all steps and sign and date any documents as may be necessary to carry out your obligations under these terms of grant and to give us the rights granted to us under them.

10.3 If there is more than one of you, any liability under these terms of grant will apply to you all together and separately.

10.4 We may rely on any of our rights under these terms of grant at any time, even if we do not always choose to do so immediately. If we decide not to rely on one right, we may still rely on any of our other rights under these terms of grant.

10.5 If you need our approval for anything, you must write to us to ask for it. You may only rely on any approval needed under these terms of grant if we (or anyone we authorise) give it to you in writing.

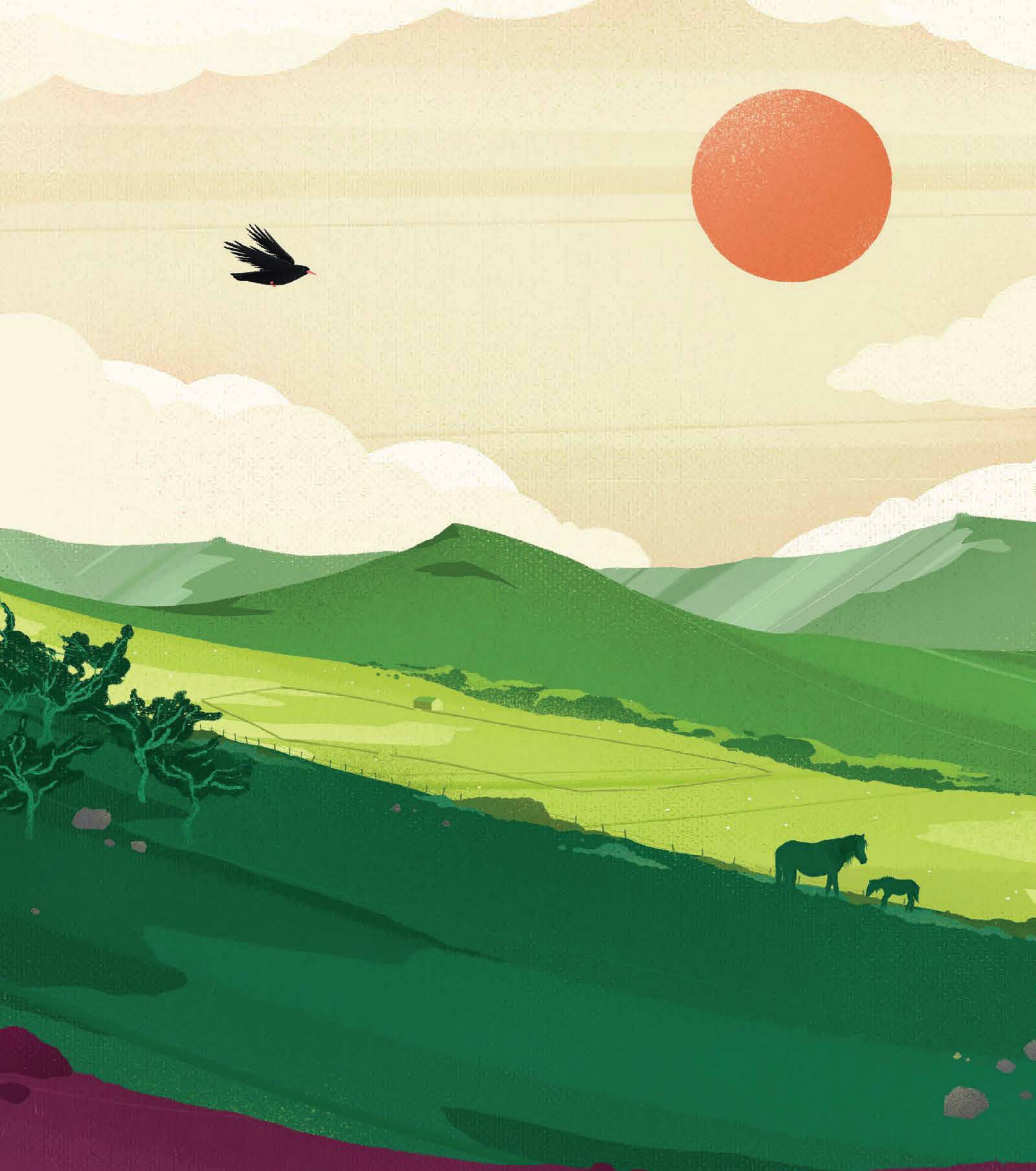
10.6 Any notice, request or other document we or you send to each other under these terms of grant can be delivered or sent by any effective means.

10.7 Any documents you need to send us under these terms of grant are for our own purposes only. If we approve or accept any documents, this does not mean that we have approved or accepted them for any other purpose.

10.8 These terms of grant will last until 31 December 2029 (this being ten years from the completion date of the Stories in Stone scheme).

10.9 These terms of grant cannot be enforced by anybody other than you or us





Thanks to artist Sïan Angharad  
for the image used in this document



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