

Robin Rigg Community Fund Guidance Note

Information for Applicants

The Fund

The Robin Rigg Community Fund is available to community groups and organisations in the Solway area undertaking activities that contribute to the reduction of the effects of climate change or otherwise benefit the local community.

How much can you apply for?

An organisation can apply for a grant of up to £15,000. An organisation can only apply once in each year of the fund.

Timescale

The deadline for applications to the Robin Rigg Community Fund will be **12 noon on 10 November 2026**. Further applications may be invited during 2027 if funds are available.

Applicants will be notified of decisions on their application in January 2027 and provided your project is ready to start, approved grants will be paid in February 2027. The grant should be spent by 31 December 2027.

Projects should support and promote the following causes:

- Environmental
- Renewable energy
- Energy efficiency
- Sustainable development
- Charitable
- Educational
- Community
- General community amenity schemes or projects

Either capital or revenue projects can be supported

Who can apply?

You **can apply** if your organisation is a:

- voluntary or community organisation
- registered charity
- constituted group or club
- not-for-profit company or community interest company
- social enterprise
- school
- parish and community council

that operates within the designated geographical area:-

Dumfries & Galloway (Community Council areas)

Caerlaverock
New Abbey
Kirkbean
Southernness
Colvend and Southwick
Buittle Parish
Auchencairn
Dundrennan
Kirkcudbright
Borgue

Cumbria (Parish & Town Council areas)

Silloth on Solway
Holme Low
Holme St Cuthbert
Allonby
Hayton and Mealo
Oughterside and Allerby
Crosscanonby
Maryport
Seaton
Workington
Flimby
Distington
Lowca
Parton
Whitehaven
St Bees

Projects should not be used

- To benefit individuals
- For the promotion of any specific political or religious purpose
- To replace funding for projects already funded through the public sector
- For projects that are clearly and fundamentally against interests of energy conservation, energy efficiency or renewable energy.

Supporting Documents

- A copy of your constitution / governing document
- Children / Vulnerable Adults Policy if applicable
- A copy of your most recent bank statement
- A copy of your most recent annual accounts, if appropriate
- For any item or work (e.g. equipment, construction / consultancy services) you will need to provide at least two quotations from a supplier. For items

exceeding £500 in value, three quotes should be provided. If this is not possible, please explain why.

- Evidence of community support for your project. This can include evidence of match funding.

NB: Please avoid submitting printed original documents as we are not able to return them.

Reporting back on your grant award

If your application is successful, remember that we will ask you to report on your activities using the information provided in this application. It is essential that this information provides an accurate representation of the work of your proposal.

Groups who have been awarded a grant will be required to provide an Interim Progress Report on project delivery by 30 June 2027 and a Final Report on how the money was spent at the end of the project or 31 December 2027, whichever comes sooner. Original receipts must be provided with the Final Report on completion of the project.

NB: The grant offered from RRCF is only for the project works specified in the application / grant offer letter. Any changes to the proposed project works should be discussed as soon as possible with the RRCF. Please note that a change to the project works without previous approval may result in the grant being repaid.

What happens next?

Fill out the Robin Rigg Community Fund Application and send it by email to the address below. In the first instance, we will check your application is in order and has been submitted with the necessary information.

IMPORTANT NOTE: Please consider the checklist above carefully to ensure everything is in order BEFORE submitting your application/posting documents.

You will be informed of the outcome of your application by email.

Contact Details: Solway Firth Partnership

rrcf@solwayfirthpartnership.co.uk

Tel: 07462 664384