

Annual development fund 2017



community
food and health
(scotland)

Conditions of annual development fund 2017

1. The funding must only be used for the purposes described in the application form. No change to these purposes can be made by the recipient without the prior approval of CFHS. CFHS must be given an explanation for any significant changes to the aims of the work being funded.
2. Any sum not used for the purpose for which it was given should be returned to CFHS once the work that has been funded has ended.
3. At the end of the work that is being funded, the funding recipient may be asked to submit a project expenditure report (with receipts where appropriate). If CFHS requires additional financial information during or at the end of the work that is being funded, the recipient must supply this. If the timetable of the work that is being funded is changed or delayed, CFHS must be informed in writing.
4. CFHS has no commitment to renew financial support after the term of funding.
5. The funding is not to be used for party political purposes.
6. The contribution of CFHS to the work that is being funded must be acknowledged in all publicity. CFHS must receive copies of any project reports, press coverage and evaluations.
7. The level of funding is at a fixed cash level and will not be adjusted to meet pay or price changes.
8. The funding recipient must provide (if requested) a copy of the organisation's constitution.
9. The funding recipient will be expected to cooperate with, and participate in, CFHS's monitoring and evaluation processes. This will include completing an evaluation form/evaluation report. It may also include sharing what you have learned from your funding activities with CFHS staff, our newsletter readers, and any other interested projects and agencies, or at our events.
10. The name of your organisation, the amount of funding that you have been awarded and a brief note on what you have been funded for will be published on the CFHS website. Information on your CFHS-funded activities will be sent to local and national media.
11. Any written materials (including emails) sent to, or received by, CFHS may be required to be disclosed under the provision of the Freedom of Information Act 2000.
12. If we do not receive this completed funding acceptance form and your reference by 31 December 2017 we reserve the right to withdraw our offer of funding.
13. The funding recipient will be expected to spend their funding by September 2018.