

Guidelines for Voluntary Coordinating Group

FUNDING SPECIFIC PROJECTS

The Coordinating Group may consider providing funds from reserves towards specific projects proposed by members, on a case by case bases, which meet the following criteria:

- The project must meet the overall aims of PhotoBath.
- A fully costed and detailed proposal must be submitted using the Project Proposal Form prior to consideration.
- The project benefits for PhotoBath should be outlined in the Project Proposal Form.
- Any decision to fund the project requires a majority decision (minimum 60%) of the Voluntary Coordinating Group.
- The member proposing the project must form a sub-group of other interested parties to help manage and deliver the project.
- A representative of the Voluntary Coordinating Group must be willing to link with the sub-group project panel and invited to attend sub-group meetings.
- Those proposing the project are responsible for delivering the project from conception to completion.
- If funding is approved, an agreement will be drawn up between PhotoBath and the project lead which will outline any additional conditions, the amount of funding available and whether this should be phased, the time-frame for delivery, details of reporting progress back to the Voluntary Coordinating Group, and if any particular outcomes are required to assess the success of the project. This agreement must be signed by both the project lead and a representative of the Voluntary Coordinating Group.
- If the project runs into problems which cannot be resolved by the sub-group any unspent funding must be returned to PhotoBath.
- Serious and intentional breaches of the agreement may lead to the exclusion of associated parties from any future PhotoBath funded projects and a requirement to return any or all of the funds provided.