

Assessment and Funding criteria – Credit Union Development Fund (CUDF)

1. Purpose

- 1.1 The purpose of the Fund shall be to provide financial help to UK registered credit unions in the following ways:
 - 1.1.1 To support specific projects or activities for those credit unions who have funds in the Bank's Credit Union Development Fund account, and have applied using the approved purpose;
 - 1.1.2 To enable the Bank to develop initiatives in the sector, specifically around the promotion of general awareness of the sector, the level of professionalism within the sector and financial inclusion for credit union members.
 - 1.1.3 Any grant funding cannot be used to directly fund lending to, or otherwise be passed directly to, any credit union member. The credit union must invest in a project or activity which benefits its whole membership or a specified segment of its membership.

2. Panel

- 2.1 For the purposes of distributing funds to applying credit unions, a Panel of respected persons with knowledge of the sector will be called upon and asked their views.
- 2.2 The Panel Chair (Director of Business Development and Marketing, Peter Kelly) is empowered to request additional information of any applicant credit union, and in the case of a difference of opinion on an application, the Chair will, in consultation with the Panel have a second and casting vote.
- 2.3 The decision of the judges is final and binding.

3. Application Process

- 3.1 The Bank will state the amount of funds available for disbursement at the start of each funding round.
- 3.2 As a general principle, to ensure that fund monies have the most significant impact, The Fund will typically look to disburse grants of up to £3,000.
- 3.3 The application process is open for a defined period.
- 3.4 Applications will be judged by the Panel at the closure of the period.
- 3.5 The Panel will be asked to consider the merits of each application, one against another.
- 3.6 Only one bid for each credit union in any one year is permitted.
- 3.7 Entries will only be considered if there is a clear outline of how the grant will help benefit the credit union and/ or its members.

4. Judging Criteria

- 4.1 The Panel is expected to make a judgement on the information supplied about the quality of the application, based, amongst other things on the business acumen of the applying credit union, its past trading practices and how it plans to maximise the return on the grant monies.
- 4.2 The Panel will expect to see and recognise activities that will lead to the measured delivery of the objective noted in the Grant Application. This includes costed and detailed plans identifying how the monies will be utilised.
- 4.3 Grants will not normally be made to credit unions who are, in the view of the Panel, sitting on excessive funds which are not being used as part of this project.
- 4.4 All grants should be awarded for a specific project or activity, with a condition being measured outcomes or proven results.
- 4.5 Applicants must agree to work with the Bank to publicise news of the grant, and to agree to progress reports being published on-line and in print from time-to-time.

5. Fund Administration

- 5.1 Marketing will be responsible for drawing up and over-seeing the proper administration and governance of the award process based on the general guidelines and criteria.
- 5.2 All applications will be pre-vetted against the detailed criteria by Marketing, and only those meeting the Panel's criteria will be forwarded, anonymously to the Panel.