

Scotmid Member Choice Award: Terms & Conditions

Overview

The Member Choice Award allows Scotmid members to support community projects with votes earned from in-store purchases.

About the Member Choice Award

This initiative allows our members to support local community projects by voting with points earned through their in-store purchases. Each year, two voting cycles take place across our four regions (West of Scotland, East of Scotland, North Scotland, and Lakes & Dales).

Shortlisted groups per region will compete for funding, with the following award levels:

- **£5,000** – Awarded to the top-voted group in each region
- **£1,000** – Awarded to the other shortlisted groups in each region
- **The opportunity to receive a further £2,500 or £5,000*** – The winners of the £5,000 award will pitch at their regional AGMs in the spring for a chance to receive an **extra £2,500 or £5,000**. The results will be decided by a member vote on the night. (*Applies to groups in Scotland only).

How many groups will be shortlisted per region?

Scottish regions: Six good cause groups per region, per cycle.

Lakes & Dales: Three good cause groups, per cycle.



When Can I Apply?

Applicants are welcome to apply at any time throughout the year. Applicants must be Scotmid members.

Voting Cycles

Two voting cycles per year run as follows:

- September - February
- March - August

By sending us your application, you agree to these terms and conditions, so please read them before you apply. (To note: Once you've submitted your application, you cannot make any changes).

How to Apply

All those applying use our funding application form. **If you would like to be considered, you must complete all sections including the 'Member Choice' section of the form.**

Applying & Eligibility

- Your cause and project must be in keeping with Scotmid's co-operative values and principles and benefit communities within the geographic boundaries of a Scotmid or Lakes & Dales Coop store.
- Application must have a breakdown of a £1,000 and £5,000 spend
- Applicants must be Scotmid members.

Funding should:

- Benefit the local community centred around Scotmid or Lakes & Dales Coop stores
- Be spent within 24 months of receiving the award

We prioritise projects which fall broadly into one of the following categories:

- Active Lifestyles & Healthy Ageing
- Arts, Culture & Heritage
- Charity & Volunteering
- Children, Youth & Families
- Community-Led Innovation
- Sustainability & Environment
- Social Impact & Ethical Practices
- Health, Wellbeing & Mental Resilience
- Equity & Inclusion
- Tech & Digital Inclusion

Exclusions

- Promoting any religious beliefs, activities or causes (but we will consider Projects led by religious organisations, if they're for the good of the whole community)
- Exclusively pay salaries or other running costs (rent, energy, travel etc.)
- Making grants to other people or organisations
- Where the Applicant is not directly involved / employed by the applying organisation
- Projects that have already happened or will be finished before we make any award
- Projects that public authorities are responsible for

- The same applicant has applied for two or more organisations
- The group does not have a bank account. We won't pay funds into an individual's personal account
- Sponsored events
- Individual or Team sponsorship / bursaries
- Overseas Projects
- Applications from charities that are currently or have been Scotmid's Charity of the Year in the last three years.
- A group which has received funding (actual or in-kind) of more than £3,000 in the last three years from Scotmid
- Projects which, in our opinion, could harm the reputation of Scotmid or the Scotmid Member Choice Programme.

Good Cause Group Shortlisting

By submitting the Application you're applying for a Scotmid Member Choice Award and accept that you will not receive any funding if your group is not one of the shortlisted applications. The decision of Scotmid and the Selection Panel is final.

If we need any more information from you, we'll email you at the email addresses in your application. After we've reviewed all the Applications, the selection panel will select the good cause groups.

All shortlisted groups must agree to:

- Provide us with any other material / imagery to help us promote your group as one of the shortlisted good cause groups in the relevant Scotmid membership region.
- Acknowledge fully Scotmid wherever possible in all subsequent publicity relating to the funds you receive.
- Co-operate with us in any future publicity.
- Co-operate with us on monitoring and reporting progress of your project.

Unfortunately, due to the large number of applications we anticipate, we are unable to give individual feedback on an application.

Engagement

We will endeavour to offer Shortlisted groups the opportunity to run a 'pop up' in-store to interact with customers, members and colleagues and to arrange a mutually convenient time to visit your group along with Scotmid elected members and/or via an online 'Meet and Greet'.

The winners of the £5,000 award will pitch at their regional AGMs in the spring for a chance to receive an **extra £2,500 or £5,000**. The results will be decided by a member vote on the night. (*Applies to groups in Scotland only)

Timescales

The timescales for cycles of Member Choice Awards are as follows:

- September – February
- March - August

Shortly after the relevant voting cycle /AGM your Member Choice Award will be sent by bank transfer to a bank account which must be in your organisation's registered name.

Member Choice Awards and the Awards Process

If your group is selected as one of the shortlisted good cause groups, any award is subject to the following terms and conditions.

Our Contract with You

By submitting your application you're agreeing to be bound by these terms and conditions:

1. Only you can spend your Award. You can only use it to carry out your initiative, which must be for non-profit purposes and for the good of the community.
2. The amount we provide is final and will not be increased.
3. Funds will be paid following each relevant voting cycle/AGM vote.
4. You agree to act in good faith (for example, you agree not to give us false, inaccurate or misleading information about your Group and Initiative or use your Award for anything other than the information you have detailed in your application).
5. If you do not spend all the Award provided on the project as specified in your application, you must inform us and we reserve the right to request any unspent money to be returned to us.
6. Funds must be paid into the bank account with the same name as the details on the application form.
7. Scotmid Co-operative will not be responsible for any expenditure you incur during the Award Cycle in relation to accumulating votes or attending photocalls, events or meetings.
8. If any of the Society's assets (such as marketing materials) have been provided to you, you must return them to a mutually agreeable and convenient location.
9. The decision of the Selection Panel and members vote is final. There is no right of appeal.
10. To keep clear and accurate records, showing exactly what you've spent your Award on – and share them with us if we ask you to.
11. To get whatever permissions you need (consents or approvals) before carrying out your Project, keeping them up to date and complying with them.

Progress Reports

1. We'll ask you to report who benefits from your project and how it's making a difference to their lives. You agree to give these reports to us promptly; in the form we've asked for.
2. We may use your reports for reporting purposes or to publicise the Scotmid Member Choice Award.
3. If we ask to meet with your officers or agents, they must agree to our request within a reasonable timeframe, as long as we give you reasonable notice.

4. You must also give us any extra information or documents we ask for (within reason) to prove that you've used your Award in line with these terms and conditions.
5. Once the initiative is complete, you must submit a post project report, in the form we've asked for. We may also ask you for updates from time to time.

Publicity and Marketing

1. We'll publicise the successfully shortlisted Good Cause Groups online and in store, as part of our Scotmid Member Choice promotion. You agree that we can use any of the information and images you've given us in any of our publicity or marketing materials – either within Scotmid Co-operative (members, staff and customers), or externally (the media, or the general public).
2. You agree that we can edit or change the wording of any written content you give us, to fit with our branding and tone of voice guidelines.
3. You agree to follow our brand guidelines (which we'll give you) whenever you mention Member Choice in your own publicity or marketing. If you give us any photographs, logos, trademarks or other intellectual property rights, you grant us a worldwide, irrevocable, perpetual licence to use, publish and reproduce them – in any media, anywhere in the world.
4. For any photos, logos, trademarks or other intellectual property rights you give us, you warrant and represent that:
5. You – and only you – own them
 - You have the right to give us the licence to use them
 - You have the permission of anyone who appears in a photo that we can use it
 - If any person in a photo is under 18, you have their parent or legal guardian's permission that we can use it
 - They don't infringe on anyone else's intellectual property rights.

Ending Our Contract

1. Our contract with you will continue until you've spent all the money we've given you on the Project, and we've finished doing any marketing around it.
2. We may choose not to pay you any or all of your Award or recover the Award and/or end our contract with you immediately if:
 - You break or do not abide by any of these terms and conditions
 - You stop trading or can't pay your debts (for example, if you go into liquidation or come to an arrangement with your creditors)
 - You do something we think could do serious damage to our brand, our reputation or goodwill (whether it's connected to the Project or not)

Taking Your Award back

We have the right to ask you to pay back all or any part of your Award, if we think:

1. You've spent all or part of it on anything other than the information that was detailed in your application.

2. You've used it in a way that goes against the aims of the Scotmid Member Choice Award or these terms and conditions.
3. The project is not completed within the known and agreed timescales.
4. We believe that the project breaches or breaks any of the criteria laid out in these terms and conditions.

Your Data

1. Any information you provide, including personal data (as defined by applicable data protection laws, such as the UK GDPR and Data Protection Act 2018), remains your property (or that of your licensors). However, you grant us and our partners the right to use it for purposes such as statistical analysis, market research, marketing, publicity, and auditing.
2. If you share data about individuals with us, you must inform them that we (and any relevant third parties working on our behalf) will process their information and obtain their consent where required.

Additional Information

- Your Member Choice Award is subject to the availability of funds in the Member Choice Award programme and the continuation of the initiative. We cannot guarantee payment if funds are depleted, or the programme is discontinued.
- Applications must be submitted by the organisation that will directly benefit from the funding. We do not accept applications from third-party companies, agencies, or consultancies.
- The Member Choice Award and any associated rights cannot be transferred outside the UK or assigned to another organisation or individual without our written consent.
- All official communications, including notifications and updates, will be provided in writing. Our preferred method of communication is email, using the addresses provided in your application. If sent by email, we will assume you have received the message by the next working day unless it bounces back.
- These terms and conditions, along with any referenced documents (including the application form), constitute the full agreement between you and Scotmid regarding the Member Choice Award. Any changes to these terms must be agreed upon in writing.
- If any part of these terms is found to be legally unenforceable, the remaining terms will continue to apply in full. We reserve the right to update or modify these terms at any time.

Definitions

Application means the form you filled in and submitted to us, asking us for funding.

Award Cycle means the period between applications open and closing for member voting.

Award or Member Choice Award means the money we give you.

Initiative means the idea, project or programme you've described in your application.

We, us, our means Scotmid Co-operative and our affiliates, including our employees and family of businesses.

You and your means the UK registered charity, community group or other organisation you've named in your application.

Contact

Membership Team

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