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Plymouth City Change Fund - Plymouth City Council - Terms and Conditions

Introduction

These terms as well as the [CITY CHANGE FUND REVIEW – PAPER TWO Terms and conditions](#), March 2021 govern your participation in the Plymouth City Change Fund via Crowdfunder (Fund) under which your project receives Funding from Plymouth City Council (Funding). References to “We” refer to Plymouth City Council and Crowdfunder Limited.

Eligibility Criteria

You confirm that your organisation meets the eligibility criteria for the Fund on the [fund page](#) and on the [CITY CHANGE FUND REVIEW – PAPER THREE Assessment Criteria](#). The eligibility criteria form part of these terms and conditions.

Fees

Crowdfunder will charge the following fees on pledges to your project. This will be deducted from the pledges before they are transferred to you:

	Platform fee	Transaction fee
Crowd pledges	The platform fee set out on our fees page (which depends on your project type)	The transaction fee set out on our fees page (which depends on your project type)
Pledge from the Fund	5% + VAT	

Claiming your fund

You must set up a wallet with Crowdfunder's third party payment services provider, Mangopay via the Crowdfunder platform.

You must draw down your Funding through Crowdfunder within 3 months of the successful completion of your crowdfunding campaign. Any Funding not drawn down after 3 months will be deemed unspent and returned to Plymouth City Council.

Using your Funding

Your Funding should be used for the specific purposes as set out on your Crowdfunder campaign page, if you are unable to use the Funding for the purposes set out on your Crowdfunder campaign page, please notify us as to how you intend to spend the Funding at citychange fund@plymouth.gov.uk. We will advise whether the revised use of the funds or extended timeline is approved, or whether the match funding distributed to you must be repaid or your application has been rejected, as appropriate.

You should maintain proper accounts for the funds received and we may ask you to provide evidence of how you have spent these funds.

Evaluation

You will also be asked to complete a short questionnaire about your project and crowdfunding experience, 3 months after your project closes. Our Partners may also request additional information throughout and after your campaign. You may also be asked to take part in a short interview about your experience of the fund. You agree for your contact details to be passed on to us for this purpose and to supply any information requested in a timely manner.

Branding and Recognition

We may wish to use your campaign details and the Funding to form part of a case study that we will publish on our website or social media platforms to show good-practice and provide support to other organisations wishing to crowdfund as an alternative source of funding. We will discuss and agree the content with you.

Organisational Issues

Please inform us in writing of any major changes to your organisation, this may include impending mergers, financial difficulties, significant loss of funding, significant changes in staffing, and/or Charity Commission / Companies House matters. If you change your address or contact details, please inform us via email (citychange fund@plymouth.gov.uk) providing details of your new address and contact details.

Additional terms

We reserve the right to withdraw, reduce, vary or withhold the Funding, in whole or in part in the event of any failure to comply with these terms and conditions, Crowdfunder's [terms and conditions](#) or where the law is not being complied with. You will be ineligible to receive Funding if, at our sole discretion We are not satisfied that all the Supporter pledges on your project are genuine pledges.

Project Owners or the campaigning organisation pledging to their own campaign is allowed, however this should not be a significant amount unless discussed before the pledge is added. Small offline donations that have been collected may also be added, however you may be required to evidence the origin of these pledges (receipts, letters of support, copies of cheques or bank statements etc.)

Where projects or pledges are identified as fraudulent, potentially fraudulent, or demonstrative of manipulating the pledging on a project in order to obtain match funding, this is taken very seriously. Where appropriate, the police or other relevant authorities will be informed. In addition:

- Your application for the Fund will be refused and any existing commitment for Funding will be withdrawn.
- Your Crowdfunding project may be cancelled and you will be ineligible for future applications or projects.
- Action will be taken to recover Funding which has been paid out.

We may, at our sole discretion, exclude any Project Owner, organisation, backer or user from participating in the Fund.