

## CONTRIBUTING THIRD PARTY (CTP) GUIDANCE

A CTP Form will be provided and will need to be completed by your proposed CTP if your application for a Grant is successful. Payment of the CTP donation will only be required once a Grant has been approved.

**What is a CTP?** Under the Landfill Tax regulations, landfill operators can give money to Environmental Bodies and claim a tax credit for 90% of the money they have given. Some landfill operators treat the 10% shortfall as a business expense. Others look for a third party to reimburse them. An organisation or individual who gives money in this way is called a “Contributing Third Party”. Quite often, landfill operators will ask Environmental Bodies (such as GrantScape) to find this CTP.

**Who can provide a CTP donation?** A company, public sector organisation, charity, voluntary body or an individual might be a CTP. Your own organisation can also be the CTP for any grant that GrantScape may make. In all cases, the CTP must not derive a unique benefit from the project going ahead and their CTP donation must not be made up of Landfill Communities Fund (LCF) monies. Also, there must be no connection between the CTP and any of the contractors carrying out the project.

**How do I calculate the CTP donation amount?** The CTP donation is not part of the project cost and therefore must not be deducted from the amount you have applied to us for.

### Worked Example:

Your project is going to cost £20,000. You have secured other funding elsewhere and require £10,000 from GrantScape to complete your fundraising total. If your application is successful, the landfill operator will provide GrantScape with £11,363 to cover your £10,000 Grant. The following explains how this is calculated:

Grant offered (88%)	£10,000
Entrust regulator fee (2%)	£ 227
GrantScape administration (10%)	£ 1,136
Total provided by Landfill Operator (100%)	£11,363
Therefore, the amount of CTP is 10% of £11,363.	£ 1,136

**This can also be calculated as:** 
$$\frac{\text{Funding requested} \times 10\%}{0.88}$$

*For more information on CTP, please call the Grant Team on: 01908 545780*