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| **FUNDING ORGANISATION DETAILS** | | | |
| **FUND TITLE** | Active Travel Grant Scheme | | |
| ORGANISATION | Strathclyde Partnership for Transport / Sustrans | | |
| MAIN BUSINESS | Active Travel | | |
| ADDRESS | Consort House, 12 West George Street, Glasgow. G2 1HN | | |
| WEBSITE |  | | |
| CONTACT / POSITION | Shona Rawlings | Strategic Project Officer (Sustrans) | |
| EMAIL / ‘PHONE | [Shona.rawlings@spt.co.uk](mailto:Shona.rawlings@spt.co.uk) | | 0141 333 3486 |

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| ***Fund factors*** | ***Your fund: application requirements*** |
| 1. ***Eligibility/criteria*** | |
| ***What criteria for eligibility are there? E.g:***   * *Applicant: access authority/access authority-community and or external body partnership* * *Geographical area* * *Community involvement* * *Community benefit – may be specific to a certain sector e.g. young people* * *Item specific – e.g. website development* | Local authorities and other public bodies are eligible to apply for capital funding for active travel infrastructure projects. This could include path construction, signage, feasibility studies and minor facilities.  Applicants must be within the former Strathclyde region: East Ayrshire, South Ayrshire, North Ayrshire, Renfrewshire, East Renfrewshire, Glasgow City, West Dunbartonshire, East Dunbartonshire, North Lanarkshire Council, South Lanarkshire, Inverclyde, Argyll & Bute (Helensburgh and Lomond area only) |
| 1. ***Funding application timings and deadlines*** | |
| * *Are there stages/rounds for the application?* * *Could funding be withheld due to non-delivery by one partner (e.g. access authority cross-boundary project)?* | Expression of interest by June 30th 2015. Bids will be assessed individually and appropriate funding awarded on a first come, first serve basis. |
| 1. ***Funding limits*** | |
| * *Are there different limits depending on project? If so what are they?* | The budget totals at £100,000. |
| 1. ***Match funding*** | |
| * *Is match funding applicable?* * *To what level / percentage?* * *What is eligible/ineligible?* | Match funding, or some contribution, would be seen as favourable. |
| 1. ***Other related funding sources*** | |
| * *Are there other related or alternative funds?*   *What are they?* | Sustrans Community Links Fund  SPT Capital Programme  Other RTP funding |
| 1. ***Funding release/receipt*** | |
| * *When will funding be released?*   *Before/during/on completion of project?*   * *What are the spend deadlines?* * *Can money be carried over to another financial year?* | Funding will be released on completion of the project. The project must be installed and signed off by 31 March 2016. Money cannot be carried over to the following financial year. |
| ***Page 1 of 2*** | |
| ***Fund factors*** | ***Your fund: application requirements*** | ***Actual fund requirements*** |
| 1. ***Project control and authority*** | |
| *Do you require landowner/manager written permissions if not applicant?* | Planning permission and land ownership issues must be agreed or well under way prior to funding being awarded. |
| 1. ***Demonstration of need*** | |
| * *Is demonstration of need required?* * *In what form e.g. stakeholder consultation, survey results, feasibility study* | Evidence of community demand would strengthen an application. |
| 1. ***Outcomes*** | |
| * *Do you specific required outcomes?*   *If so what are they?*   * *Do you require success to be measured in a specific way? What way(s)?* | Projects must aim to encourage walking and cycling and be n line with objectives of Cycling Action Plan (2013). Infrastructure must be built to an appropriate design standard, such as Cycling by Design 2010. |
| 1. ***Maintenance*** | |
| * *Is a commitment to maintain the project asset required? For what period?* | The partner shall be responsible for ensuring full maintenance of the facilities from the completion of the project or until another party accepts that responsibility. |
| 1. ***Costing*** | |
| * *To what level of detail should a project be costed?* | A breakdown of estimated cost is required |
| 1. ***Planning*** | |
| * *Do you require a detailed project plan?* * *Can work start before applying for funding?* |  |
| 1. ***Monitoring and reporting*** | |
| * *How do you expect a project to be monitored and reported on?* * *Do you require a formal report – if so in what format?* | Successful applicants would be required to complete a short report after the project is complete. A Word template is provided*.* |

***(SOAN - March 2015)***

***Page 2 of 2***