

South City Way Small Grants Fund Guidance for applicants





About the South City Way Small Grants Fund

Sustrans Scotland's South City Way Small Grants Fund is a fantastic opportunity for community groups around Glasgow's South City Way, to apply up to £5,000 of funding for projects which will enhance their local area.

The South City Way is the first winner of Sustrans Scotland's Community Links PLUS design competition, which is funded by the Scottish Government.

Delivered in partnership with Glasgow City Council, the South City Way will deliver a 3km segregated cycle and pedestrian route from Queen's Park to the Merchant City in the City Centre and help create safer and more pleasant streets for people travelling around the city on foot and by bike.

The project is more than just improving walking and cycling links, as it also aims to transform the environment along the route by creating community spaces and green areas.

With this in mind, potential projects for inclusion in the Small Grants Fund should either aim to encourage people to walk and cycle, or help make public spaces more attractive and vibrant to spend time in or move through.

The rest of this document gives additional information about the Small Grants Fund including further guidance for those applying.

What kind of projects can apply for funding?

Projects must aim to either encourage more people to travel by foot or bike or improve the appearance of areas along the South City Way.

This could include, for example, organising led cycle rides, setting up a local walking group or creating a community artwork. It could also mean buying or building planters for trees and plants for a local group to maintain, re-purposing spaces for a community area, or cycle parking.

If you have a project idea and wish to apply for funding, visit:

<http://scotlandportal.sustrans.org.uk/Login>

Funding is available for projects that will be complete by the end of 2019.



Deadline for applications

The closing date for the initial round of applications is Wednesday 29th August 2018.

It will then reopen and continue until the end of 2018 unless the funding allocated for the grant scheme is fully committed sooner.

Applicants can apply at any time during that period, but be aware that interest is expected to be high, so apply as early as possible to avoid disappointment.

How will my project be assessed?

Your application will be assessed by Sustrans and Glasgow City Council and will be marked on how it meets the aims and objectives of the grant and the project's deliverability.

You will then be notified of the outcome of the assessment and, if successful, any conditions which may apply. This will include a report template to record project achievements which will need to be submitted once your project has been completed in order to claim funds. For large or prolonged projects, we may ask you to submit an interim report to update us on your progress.

Requirements for applications

Small Grants will be available to registered charities, social enterprises and other accountable community groups, subject to approval by the funding partners. Individuals and profit-making companies may not apply for grants.

Only approved groups based in the area highlighted on the location map will be eligible to apply for funding. Exceptions may be made for groups local to the route, but outwith this area, where the project will take place within the area highlighted.





Applications for Grants must demonstrate how walking and cycling will be encouraged and/or increased within the project area, or how the built environment will be enhanced.

Small Grants of up to £5,000 are sought, however, larger amounts will be considered in certain circumstances. Early informal contact with Sustrans is advised where this may be the case.

All applications for a Small Grant must adhere to Glasgow City Council Policies and Strategic Plan themes. These include: a Thriving Economy; a Vibrant City; a Healthier City; Excellent and Inclusive Education; a Sustainable and Low Carbon City; Resilient and Empowered Neighbourhoods; and a Well Governed City that Listens and Responds.

If you are successful in being awarded Grant funding, you will need to enter into a legal contract with Sustrans as a condition of the funding being provided.

To claim the Grant, you will need to complete the correct claim forms (including appropriate evidence, such as receipts) and submit these to us. Claims for Grant funds will be paid in arrears subject to satisfactory evidence being provided through the completed claim form.

Application assessment and awarding of grants

The decision to award funds is solely at the discretion of Sustrans and Glasgow City Council. There is no right of appeal or arbitration. The applicant may resubmit an application once suitable amendments have been made.





Project delivery and safety

The applicant must ensure that adequate Public Liability Insurance for the Project is maintained at all times; and comply with all relevant legislation, including the carrying out of risk assessments.

Delivery of any activity must be supervised by appropriately qualified professional people capable of carrying out such supervision effectively and competently.

Data Protection

The data and information you provide to Sustrans pursuant to the Application (and any subsequent Agreement) is subject to the provisions of the Freedom of Information (Scotland) Act 2002 ("FOISA"), the Environmental Information (Scotland) Regulations 2004 ("EI(S)R") and Data Protection Legislation, including the General Data Protection Regulation ((EU) 2016/679).

Sustrans shall be entitled to share relevant data, including historical data, that is held about you with other organisations for legitimate purposes and when required to do so in terms of any Legal Requirement.

Sustrans shall be entitled to disclose relevant data under FOISA and EI(S)R unless a relevant exemption or exception applies.

Sustrans shall be entitled to release information held about you, including your identity, the amount of the Grant and information provided as part of your Application.

If you have a project idea and wish to apply for funding,
visit: <http://scotlandportal.sustrans.org.uk/Login>

For more information, please call us on 0131 346 1384 or email our team
CLPlus@sustrans.org.uk

About Community Links PLUS

Community Links PLUS is a design competition, managed by Sustrans Scotland and funded by the Scottish Government. It seeks big, bold and innovative projects to restore the balance of Scotland's streets in favour of people walking and cycling. Previous successful entries have demonstrated an integrated approach to place-making, integrating community engagement, urban design, and promotion of walking and cycling to generate projects on a scale not yet seen in Scotland.



www.sustrans.org.uk/community-links-plus



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