

Community Active

Travel Grants

Grant guidance

paths
for all

FOR A HAPPIER,
HEALTHIER SCOTLAND



TRANSPORT
SCOTLAND
CÒMHDHAIL ALBA



Community Active Travel Grants

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1. Our Funding

Paths for All works to support more people to walk and cycle for everyday journeys, thereby improving health, creating safer communities and reducing environmental impact.

Our Community Active Travel Grants provide communities throughout Scotland with the resources they need to develop, deliver and promote their own community led active travel projects.

Our funding empowers communities, encourages active citizenship and participation in decision making and fosters community ownership by:

- Creating new volunteering opportunities for everyone;
- Bringing communities together to work and learn from each other;
- Improving communities' health and wellbeing by getting people more physically active.

2. Our Priorities

To be eligible for funding, your project must demonstrate how it will make it easier for people to walk and cycle when making short everyday journeys, for example, to shops, school, work or connect to public transport links.

We will give priority to projects that actively engage communities in:

- Promoting and signposting active travel routes;
- Improving and developing routes that will make it easier to walk and cycle when making short everyday journeys;
- Maintaining active travel routes and ensuring that they are accessible.

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3. Key dates and deadlines

Grant scheme opens to applications	24 Nov 2017
Closing date for the submission of applications	31 Jan 2018
Assessment of applications	1 – 9 Feb 2018
Feedback to applicants on the outcome of their applications	12 - 16 Feb 2018
Funding awarded	19 – 23 Feb 2018
Project completion date & evaluation submitted	30 June 2018

4. Who can apply for our grant?

Our grant scheme is open to any constituted community group in Scotland who have their own bank account.

Community organisations and registered community charities such as community councils, development trusts and community woodland groups working in Scotland can also apply for our funding.

5. How much can you apply for?

You can apply for a grant of up to a maximum of £3,000.

6. Working with volunteers

A central element of our Community Active Travel Grant is to contribute toward empowering communities across Scotland, encouraging people to take ownership of projects and become more active and involved within their community.

Use our standard day rates in Appendix 1 to work out the in-kind contribution which volunteers will give to your project.

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7. What can you spend our grant on?

Our funding can be used to:

- Develop new paths and upgrade existing paths making them more suitable for active travel
- Hire a contractor, plant and machinery
- Install signage and way markers to promote active travel routes
- Produce new leaflets or promotional materials focusing on active travel routes

8. What can't you spend our grant on?

Our funding cannot be used to:

- Reprint existing leaflets or promotional materials
- Cover the costs of staff time
- Install litter or dog fouling bins
- Cover project cost or activities that have already occurred

9. How do you apply for our grant?

Simply fill in and submit our online application form before 31 January 2018.

Submitting an application does not guarantee that we will be able to award you a grant.

Please contact us if you require a downloadable or hard copy of the application form.

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10. Additional requirements

Your project must:

- Conform with best practice in terms of design;
- Be well planned and ready to start as soon as our funding is confirmed;
- Offer value for money.

Use the resources listed in Appendix 1 to ensure that your project conforms with best practice.

You must have the following in place before submitting your application:

- All permission including landowner permission;
- Public liability insurance;
- Any additional funding.

A full list of the supporting information you will be required to submit with your application is included in Appendix 1.

11. Assessing your application

We will assess and score your application against the matrix in Appendix 1. Priority will be given to applications with match funding.

There is a limited amount of funding available for these grants. Therefore, where applications that have the highest scores, exceed the overall funding available, Paths for All retains the right to award grants to these applications at its own discretion.

12. Do you need advice or support with your application?

If you have any questions simply get in touch with us. We have a dedicated team who can give you advice and support throughout all the stages of your project, contact us on communitypaths@pathsforall.org.uk or 01259 218 888.

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Appendix 1

How to work out your volunteer 'in-kind' contributions

The amount of time that volunteers spend working on your project has a monetary value.

Use the standard day rates below to work out the in-kind contribution which volunteers will give to your project.

Type of work	Activity	Day rate
Unskilled volunteer task	<ul style="list-style-type: none">• Pruning back branches and shrubs using hand tools• Maintaining existing drainage features such as ditches and culverts• Installing waymarker posts, fixing roundals/waymarker discs• Creating lets to improve surface water run-off• Operating leaf blowers• Creating posters and small notices	£50
Skilled volunteer task	<ul style="list-style-type: none">• Operating strimmer's, power barrows, whacker plates or rollers• Operating large machines e.g. a digger• Designing of active travel leaflets that include a map• Installing large finger posts or interpretation panels• Installing culvert pipes	£150
Professional volunteer services	<ul style="list-style-type: none">• Creating graphics and maps for interpretation panels	£350

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Resources:

The following resources have been designed to help communities to plan and develop projects which conform with best practice:

- [Community Paths Guide](#)
- [Outdoor Access Design Guide](#)
- [Estimating Price Guide](#)
- [Lowland Path Construction Guide](#)
- [Path Grading System](#)
- [Signage guidance for outdoor access – a guide to good practice](#)

Supporting information

You must attach the following to your application form:

- A copy of your constitution
- A copy of your latest accounts

- Pictures or a short video showing the path / paths that you want to develop, upgrade or promote

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Grant Assessment Matrix

Questions	What you need to tell us:	Weighting
<p>Tell us how your project will make it easier for people to walk or cycle</p>	<ol style="list-style-type: none"> 1) What work and activities you will carry out 2) How your project will help deliver: <ul style="list-style-type: none"> • One of our priorities • One of our themes 	15%
<p>How do you know there is a need for your project?</p>	<ol style="list-style-type: none"> 1) What you need to change? 2) Who you have spoken to in the community? 3) What evidence have you gathered to show your project is important to the people who live in or visit your community? 	20%
<p>How will the local community and visitors benefit from the improvements your project will make?</p>	<ol style="list-style-type: none"> 1) What will people in the community be able to do as a result of this project? 2) What difference will your project make to the people who live or visit your community? 3) In what way will your project make it easier for people to walk or cycle? 	25%
<p>How will the volunteers be involved in your project?</p>	<ol style="list-style-type: none"> 1) How many volunteers will be involved in your project 	20 %

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	<ol style="list-style-type: none"> 2) What activities will the volunteers carry out? 3) When will volunteers carry out the activities? 4) What will volunteers achieve? 	
How will you publicise your project?	<ol style="list-style-type: none"> 1) How will you make people aware of your project? 2) When will you publicise your project? 	10%
How will you monitor and evaluate the success of your project?	<ol style="list-style-type: none"> 1) How will you collect the information about the difference your project is making? 2) What information will you collect before, during and once your project is completed? 3) How you will assess the information you have gathered once your project is completed? 	10%

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Paths for All is a partnership organisation, for a full list of our current partners please visit our website

www.pathsforall.org.uk

Paths for All Partnership is a registered Scottish charity No: SC025535 and a Company Limited by Guarantee No: 168554 incorporated 19 September 1996 at Companies House, Edinburgh, Registered Office:

Office 8, Forrester Lodge, Tullibody Road, Alloa FK10 2HU.

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