



FOR A HAPPIER,
HEALTHIER SCOTLAND



**Smarter Choices,
Smarter Places**

Supporting Sustainable Travel

OPEN FUND

ABOUT THE FUND



The Smarter Choices, Smarter Places (SCSP) Open Fund aims to change people's everyday travel behaviour. It funds projects that encourage people to walk, wheel or cycle as part of their everyday short journeys; encourage people to use other sustainable travel choices for longer journeys, and encourage organisations to adopt home-working practices. It is available to public, third and community sector organisations.

Funded activities could include, but are not limited to:

- Producing local maps showing walkable routes
- Holding car-free days
- Taking part in active travel challenges
- Organising led-walks
- Providing information on pedestrian and cycle friendly routes
- Activities that support sustainable travel to clubs, societies and gatherings
- Making walking and cycling routes more attractive and friendly
- Community-based active travel information hubs
- Car-sharing and car clubs
- Improvements to Bus services
- Incentives for travelling by public transport
- Improving health conditions through active travel
- Introducing or expanding home-working
- Feasibility studies

Some previous SCSP funded projects have included:

- Bus promotion campaigns
- Promoting community car clubs
- Community art shaping local places
- Community challenges
- Workplace challenges
- Car free days

Examples of successful projects are available in the Smarter Choices Smarter Places Case Studies on our website www.pathsforall.org.uk/active-travel/at-success-stories



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Paths for All Partnership is a recognised Scottish Charity No: SC025535 and a Company Limited by Guarantee No: 168554 incorporated 19 September 1996 at Companies House, Edinburgh.

This fund is supported by Transport Scotland.



The Open Fund is looking for new, innovative projects

We are offering grants from £5,000 to £50,000. Funding is available for 50% of a total project cost, although 25% of the total project cost can be in-kind contributions.

The SCSP Open Fund cannot be used to match-fund other Transport Scotland funded sustainable transport initiatives.

We particularly welcome applications from partnerships of organisations as we know these deliver better results.

Projects should be able to be completed within one year of funding, but we are willing to consider longer-term projects.

There is no schedule of submission dates, we will try very hard to respond to requests for funding as soon as we can.

To ensure a wide spread of initiatives are delivered no organisation will receive more than two awards in any one financial year this includes being sub-contracted by another agency funded through the Open Fund.

We will not accept applications for projects targeting any of the travel modes if we predict that 30% of the total number of Open Fund projects will be targeted at that specific travel mode in the year.

Please get in touch on scspopenfund@pathsforall.org.uk to discuss your proposals and ideas.

The Fund is available to a wide range of organisations, this includes, but is not limited to:

- Constituted groups, clubs and community organisations
- Registered charity
- Not-for-profit company or Community Interest Company
- Statutory body (including town, parish and community council)
- Regional Transport Partnership
- Health and Social Care Partnership
- Health Board
- Business Improvement Districts
- Local authorities

The Fund is not available for:

- Individuals
- Sole traders
- Projects outside Scotland
- Commercial companies
- Organisations to distribute resources to other parties
- Capital works inc. paths, shelters, cycleways, bike lockers and storage
- Upkeep or maintenance of infrastructure or existing projects
- Sports events and tournaments
- Political campaigns
- Laptops, IT, desks and other items associated with home-working

All applicants must demonstrate how they will deliver one of the following outcomes:

- More people choose **not** to drive for everyday journeys
- More people choose to walk, wheel or cycle for short local journeys
- More people choose sustainable transport options for longer journeys
- People develop more positive attitudes towards sustainable transport choices
- Peoples knowledge about sustainable transport choices increases
- There is an increased evidence base to support sustainable travel interventions

LIST OF TRAVEL MODES

- Walking or wheeling only
- Active travel generally
- Public transport
- Sustainable travel generally
- E-cycling only
- Cycling
- No travel



YOUR APPLICATION



We will consider:

- How your project helps deliver the SCSP outcomes. We recommend that you identify only one
- The target audience for the project
- The need for the project
- The difference you propose to make
- The capacity of your organisation to deliver the project
- Value for money

How to apply

Submit an expression of interest via our grants portal grantsforall.org.uk.

Expression of interest should be no more than 200 words and should include what you intend to do, the SCSP outcome your project will work towards, the travel mode targeted, the group or groups that make up your target audience and how your project will address disadvantage.

On receipt of your expression of interest, we will contact you to discuss if you should submit an application with more details. If the SCSP Open Fund is unsuitable for your project, we may be able to signpost you to other sources of funding.

You must have submitted an Expression of Interest to us. Applications will only be considered via our Grants For All portal. If your Expression of Interest is successful you will be asked to provide the following information:

1. **What is your project called?**

This is the name we will use in our publicity and communications with you.

2. **Please describe what your project will do**

A brief description (approx 100 words) of the project to be used in Paths For All communication material.

3. **Who is your target audience?**

The project must be aimed at a specific audience. This could be a geographic community (e.g. residents aged 18-40 living in Nowhereville); a specific demographic (car-users over the age of 50 in Nowhereville); a community of interest (the 250 people that drive to Nowhereville weekly knitting club); specific groups of people (e.g. all employees of Nowhereville Manufacturers). Projects aimed at 'everybody' will not be funded.

4. **What is the identified need you are trying to resolve?**

Let us know what evidence you are using to show that there is a need for this project to take place.

This could be evidence from local surveys, census data, local air quality results, etc.

5. **Which of the SCSP outcomes will the project achieve?**

Identify the change that the project will make. Select one outcome only. This is the outcome that you must demonstrate that the project will make an impact on through the monitoring and evaluation plan.

6. **What will the project deliver?**

This should be a more in-depth description of the brief overview in question 2. Tell us what you will do, how you will engage with your target audience and how you will meet your selected outcome.

7. **When will the project start**

The date your project will commence.
This can be no later than 31st March 2023.

8. **When will the project finish**

The date your project will end. No more than 12 months from the start date.

9. **Barriers to overcome**

Identify the barriers faced by the target audience that the project will address.

10. Baseline levels

With reference to your chosen outcome, provide the starting point that you will measure progress against.

11. Population reach

Please tell us how many of the total potential target audience that you intend to reach. You will be required to report on your progress towards this.

12. Output

What activities will take place, or what things will you produce to meet your outcomes. E.g. no of maps produced, no. of events, no. of led-walks.

13. Evaluation method

Provide information on how you will measure the impact of the project, eg surveys, user feedback, case studies. We will expect a comparative measurement against the baseline levels to be included.

14. Timing

When will you measure the impact of the project?

15. Open Fund Project Finance

SCSP will fund a maximum of 50% of the total project cost. You will need to identify the total cost of the project including in-kind contributions, and your other sources of funding. If you need extra space please attach a spreadsheet identifying these costs.

You will need to identify your other sources of income and if these have been confirmed. SCSP awards can be granted on the condition that other funding is secured at a later date. Identify which funds have been secured and which are still to be agreed. We would expect that you have applied to other sources, or are in the process of applying to other sources. Please note that resources from other Transport Scotland Sustainable and Active Travel funding streams cannot be used to match your project. If you have any queries on this please discuss with the SCSP team.

In-kind contributions can be for a maximum of 25% of the total project cost. For volunteer contributions the following are the maximum value permitted daily rates:

- Professional £350 per day
- Skilled labour £200 per day
- Unskilled labour £100 per day

In-kind match funding can also include non-staff time elements such as insurance.

Reasonable costs associated with additional overheads are also eligible.

You will need to provide evidence that these were provided in your reports to us.

The total income and the total expenditure must be the same.

16. Have you asked or received funding for the project from any of the following?

We need you to identify organisations that may also be able to support your project. This will ensure that we avoid duplication and fund projects that can add value to each other.

17. Supporting documents (only applicable for applications over £10,000).

Project Plan

We need to have information on your activities and milestones so that we can assess if your project is deliverable and identify the payment stages. The level of detail should be appropriate to the size and complexity of your project.

Use your own organisations project planning methodology, but we expect to see actions, key dates, lead agency/ individual and critical milestones. The information will also be used to support our communications activity.

Risk management

We need to see that you have considered the delivery risks to the project and that you have the necessary mitigations in place. The level of detail should be appropriate to the size and complexity of the project risk. Use your own organisations risk reporting methodology, but we expect to see identified the risk and its impact, the likelihood of the risk and any actions you will be taking to manage the risk.

Communications plan

We need to see that you have considered how you intend to communicate the project to key stakeholders. The level of detail in the plan should be appropriate to the type of project. It should reflect the target audience identified in your monitoring and evaluation plan. Use your own organisations communications plan templates if you have them. We would expect to see the diverse types of stakeholder the project will engage with, the different communication tools you will use and the level of engagement you will have.

Long-term sustainability

Projects funded for more than two consecutive years will need to demonstrate how they intend to lessen their dependence on SCSP Open Fund in the future.

Documents must be uploaded separately along with the online application.