



ACTIVE NATION FUND INFORMATION

- **The Smarter Choices, Smarter Places Programme**
- **Support with your Application**
- **How much you can apply for**
- **Who can and can't apply**
- **What can and can't be funded**
- **How often you can apply**
- **Application process**
- **Award process**
- **Reporting process**
- **Accessibility and Contact Us**

The Smarter Choices, Smarter Places Programme

The Smarter Choices, Smarter Places (SCSP) programme is Paths for All's grant scheme to support and promote active and sustainable travel.*

The programme is funded through Transport Scotland (Sustainable Transport team), and consists of three funding strands:

- [Open Fund](#)
- [Local Authority Fund](#)
- [Active Nation Fund](#)

The SCSP programme also works closely with Paths for All's other grant funding programmes. See Appendix 1 for further details.

* 'Active and sustainable travel' means making journeys in physically active ways (like walking, wheeling using wheelchair or mobility aid, cycling or scootering), or using public transport or sustainable vehicles.

[Active Nation Fund Criteria](#)

The SCSP Active Nation Fund aims to change people's everyday travel behaviour, funding projects that will deliver on active travel specifically – getting people to walk, wheel (i.e. use mobility aids) or cycle as part of their everyday short journeys.

- Projects must work nationally or regionally across two or more local authority areas.
- Projects will provide added strategic value to the SCSP programme, and learning and development benefits for SCSP

network members e.g. presenting at the SCSP Networking Sessions and at the SCSP Annual Learning Event.

- Projects will be eligible for funding year on year, up to a maximum of three years, but annual applications will be required.
- In 2023-24, funding will be awarded for a period of **8 months** and each project must align with our outcome: **More people choose to walk, wheel or cycle for short local journeys.**

• Support with your Application

We have a dedicated team that can help you with your application and we can provide advice and support throughout your project. If you would like a conversation in advance of submitting an Expression of Interest, or would like additional support completing your application, please contact us at scsp@pathsforall.org.uk.

• How much you can apply for

We offer grants from **£100,000-£200,000**

Applications need to include the following additional documents:

1. **Project Plan:** This should lay out key activities and milestones.
2. **Risk Assessment:** This should illustrate the main project delivery risks and appropriate mitigations.
3. **Communications Plan:** This should list the different project stakeholders, level of engagement and relevant communication tools.
4. **Financial Sustainability Plan:** This should examine how the project will continue or draw to a planned conclusion beyond a maximum of three years of Active Nation Fund support. Subject to successful applications on an annual basis.

5. **A copy of your Annual Accounts:** These should be for the most recent financial year.
6. **A copy of your Constitution:** If your organisation is a constituted group, please attach a copy of your Constitution.
7. **Project Budget Spreadsheet:** This should include a full, itemised breakdown of costs associated with delivering your project, using our template.

Match Funding

Projects are also required to be match funded at 50%. Please note that 25% of this can be an 'in-kind' contribution. For instance:

SCSP Funding:	£100,000
Minimum cash match required:	£50,000
<u>In-kind* contribution up to:</u>	<u>£50,000</u>
Total project cost:	£200,000

*In-kind contribution is a non-cash contribution and can include: materials/equipment required, staff hours or volunteer hours etc. If you have reservations about locating sufficient match funding, please contact a member of our team to discuss.

For volunteer contributions the following are the maximum value permitted 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.

Additionally, please note that other Transport Scotland funding (i.e. CoMo UK, Cycling UK, Cycling Scotland, Energy Saving Trust, Forth Environment Link, Living Streets Scotland and Sustrans Scotland) cannot be used as match funding.

• Who can and can't apply



- Constituted groups
- Registered charities
- Not-for-profits (e.g. CICs and SCIOs)
- Schools, universities or colleges
- Statutory bodies
- Regional Transport Partnerships
- Health and Social Care Partnerships
- Health Boards
- Business Improvement Districts
- Local Authorities in certain instances



- Individuals and sole traders
- Organisations looking to fund projects outside Scotland
- Commercial companies

• What can and can't be funded

The Active Nation Fund is a revenue fund meaning it can be used to fund the running costs of a project, such as staff costs associated with your project. It can also be used to fund activities, events and resources.

Revenue funds cannot be used to support capital costs (e.g. infrastructure projects, equipment purchase such as e-bikes).

The SCSP Active Nation Fund is extremely flexible in the type of projects and activities it can support as long as they are focussed on promoting behaviour change in favour of active travel.

• How often you can apply

[In consecutive years](#)

We hope in 2024-25, projects will be able to apply for 12 months of funding up to £300,000, with a fixed start date of 1st April 2024- 31st March 2025 however, **this is dependent on Paths for All receiving funding from Transport Scotland.**

Successful organisations and projects are welcome to apply again in the following years for funding with the following considerations:

- The project must show evidence of responding to learning gathered in the previous year and include previous results.
- How the project is making and meeting long-term behaviour change targets.
- You will be required to submit a Financial Sustainability Plan outlining how the project will continue or draw to a planned conclusion at the end of Year 3.

• Grant Cycle

The Active Nation Fund will open on **Tuesday 6th June 2023** and will close on **Thursday 6th July 2023**. Your project must start **on Tuesday 1st August 2023** to qualify for funding in the 2023-2024 financial year.

Timescale: We suggest organisations aim to submit their Expression of Interest by Tuesday 20th June 2023 to give them time to work on their full application.

- **Application process**

- Read through this relevant guidance.
- Register as a user on [Grants for All](#) (GFA), our grants management system.
- Please refer to the Active Nation Fund GFA Guide for reference.
- Submit an Expression of Interest. This is a short indication of what your project will entail and gives us the opportunity to feedback on suitability before you embark on a full application.
- We aim to respond within 5 working days, inviting you to submit a full application or indicating unsuitability or changes required.
- Submit a full application by **Thursday 6th July 2023**
- We will inform you of the funding outcome no later than **Friday 28th July 2023**

Our staff are available for discussion or support at any point in this process.

- **Award process**

If successful, you will be notified and receive a grant offer letter outlining conditions of the grant and a payment and reporting schedule. This letter should be signed and returned to us.

Our grants are subject to timely receipt of Progress and Completion Reports.

- **Reporting process**

The SCSP Active Nation Fund is based on the programme outcome: **More people choose to walk, wheel or cycle for short local journeys.**

At point of application, this becomes the project's key reporting outcome.

At milestone points within projects (usually quarterly and twelve-month), we ask projects to complete a Progress and Completion Report.

The **Progress Report** is a brief update to enable us to see how the project is progressing. It is also an opportunity for projects to raise any questions with us or make us aware of any developments. We ask that projects make good use of this opportunity rather than waiting to the twelve-month point when we are limited in the level of support or solutions we can offer.

The **Completion Report** is a longer document in which we ask you to report on your key outcome and metrics, and also to reflect more broadly on the project as a whole. All information and learning projects can offer here in terms of key successes and challenges, case studies, examples of materials produced etc. will be required.

This information:

1. Helps inform our work in advocating for more opportunities for walking, wheeling and cycling.
2. Helps inform future funding decisions if there are to be consecutive or multiple applications from an organisation.

N.B. As a funder who is willing to take appropriate risk in order to ensure innovative practice and maximum learning across our supported projects, we note that not everything about a project will go as planned or outcomes may not be as expected.

Crucially, we welcome open reflection on these experiences as it is a key part of learning for the supported organisation, for us as a strategic fund and for the wider active travel sector. Please be as open

as you can in your reports and always feel free to contact us to discuss anything in person.

SCSP Network

As a funder committed to increasing the impact of the organisations we support, we seek to create opportunities for awardees to meet, share learning and offer an element of peer support.

One way we do this is via the Smarter Choices, Smarter Places Network Sessions. These are held at regular intervals and offer the chance to come together as a group of organisations to discuss particular, relevant themes and learn about the challenges and opportunities other organisations have encountered.

All grant recipients are welcome to come along and will be informed about the next network date at their induction meeting.

- **Accessibility and Contact Us**

We aim to be as accessible as possible to all potential applicants. If there is anything you would like to discuss about your project or our application process, please don't hesitate to contact us.

If there is further practical support we can offer regarding the accessibility of the application process, please contact us and we will make every effort to accommodate requirements and preferences.

You can reach us on scsp@pathsforall.org.uk or contact us directly:

Claire McMenamin, Senior Development Officer;
claire.mcmenamin@pathsforall.org.uk

- **Appendix 1**

Paths for All administers several grants to progress our aims of making Scotland a nation in which walking is for everyone, everywhere, everyday.

In addition to the Smarter Choices, Smarter Places Fund, the following funds are also available:

Open Fund

A £5 million fund to support projects that aim to increase walking, wheeling and cycling, and public transport use in local communities across Scotland.

Grant size: £5,000 - £100,000

Application: Ongoing with no deadline date.

Ian Findlay Path Fund

A £1.5 million fund for community and third sector organisations to support the improvement of path networks and routes with capital investment. Projects will improve the accessibility and resilience of paths to increase walking, wheeling and cycling for everyday journeys.

Grant size: £10,000 - £100,000

Application: Ongoing with no deadline date.

Walking for Health Grant Fund

Funding for members of our Scottish Health Walk Network only to increase the number of people walking in Scotland.

Grant size: Up to £15,000

Application: Please visit the fund's page for details of when it will be open.

Community Paths Grants Fund

Small grants to support communities to create, promote and maintain local community paths.

Grant size: up to £1,500

Application: Please visit the fund's page for details of when it will be open.

Community Paths - Active Travel Grants

Funding to support communities to improve and promote paths and routes that will make it easier for people to walk, wheel or cycle for everyday journeys.

Grant size: up to £3,000

Application: Please visit the fund's page for details of when it will be open.