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**BACKGROUND**

The Social Housing fund is available to Social Housing Providers and Registered Social Landlords across Scotland to encourage and support promotion of walking & cycling in their respective locality.

A grant application can be for a range of related infrastructure including secure cycle parking systems, as well as a full range of street furniture including; seating, access points, lighting, litter bins, bollards and planters. Applications should demonstrate need with further support available from Cycling Scotland, Living Streets Scotland audits, Scottish Federation of Housing Associations and Sustrans officers.

## Q1. GENERAL

|  |  |
| --- | --- |
| Name of Social Housing Provider or Registered Social Landlord |  |
| Contact Name |  |
| Contact number |  |
| Email |  |
| What is the address this fund will benefit? |  |
| Please tell us how you heard about the Fund |  |
| Have you previously received funding from Sustrans or Cycling Scotland? |  |
| Check this box if you wish to be prioritised for a free Living Streets site audit to inform your application:  Please note all applicants can access this service as part of the fund. | |

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| **Q2.** Please describe what activities, services and facilities are currently available to encourage residents to walk & cycle, detailing recent highlights, successes, targets and ambitions and noting motivations to make an application to the Fund. *(500 words max)* |
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## BASELINE DATA

|  |  |
| --- | --- |
| **Q3. a. Please provide the following information** | |
| **Population** | |
| Number of RESIDENTS based at the property |  |
| Number of STAFF working at the property |  |
| Number of households with bicycle (if unknown – to be provided if application is successful) |  |
| **Access to local services** | |
| Distance to public transport interchange |  |
| Distance to local schools |  |
| Distance to amenities / health centre, shops etc |  |
| Would you consider adding a temporary counter to monitor walking/cycling rates. |  |

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| **Q3. b)** Please give a brief description of the proposed elements requiring funding through this grant application. *(500 Words max)*   * Please include your projects key targets and expectations. * Please explain how your project:   + Will support an increase in walking & cycling   + Address current challenges – e.g. *cycling parking shortage, security issues, poor access to bicycles, lack of seating areas, lack of signage.*   Please consider requirements for modular units to increase the capacity for ebikes / cargo bikes or e-bike charging points. |
|  |

## RISK

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| --- |
| **Q4. a)** Please identify any potential risks that may impact the completion of your project  **Advice:** Example:   * Delays in landlord or council permission * Identified area unsuitable * External impact – such as environmental factors, resource capacity to deliver project * Procurement procedures impacting timescales * Modifications required, i.e. relocation of drain pipes |
|  |
| **Q4. b)** How will you minimise the potential impact? |
|  |

## RESIDENT AND STAKEHOLDER ENGAGEMENT

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| --- |
| **Q5.** Please tell us how local residents, staff, community groups and wider stakeholders have been or will be involved in shaping the project. *(500 words max)*  **Advice:** Consider how the views and requirements of key stakeholders will be recorded and inform the scope of the application. How has the need for the improvements and priorities been identified and verified? Consider also how residents /staff might be included in project planning, delivery or follow up promotion. |
|  |

## PARTNERSHIP WORKING

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| --- |
| **Q6.** What organisations/partners do you intend to work with to promote improved facilities?  **Advice:** Examples would be local authority departments, retailers, community groups, social enterprises, national agencies, funding providers, Regional Transport Partnerships, working groups, etc. |
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## BUDGET PLAN

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| Q7. Cost breakdown for items which funding is being requested for.  **Note:** If the supplier and exact costs of services are unknown at this time, please provide an estimate and state ‘TBC’ in case of supplier. Public Sector bodies can access procurement framework as noted below in Associate Members[[1]](#footnote-1).  Further info is available on the website: - <https://www.sbs.nhs.uk/proc-framework-agreements-support>   under section titled ‘Car Park Management and Infrastructure’. **Match Funding:** Please consult Section 5 of the Grant Guidance document. |

CAPITAL FUNDING SUPPORT REQUESTED

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item Description | Supplier | Item Cost | Quantity | Total | VAT applicable? |
|  |  |  |  | £ | YES/NO |
|  |  |  |  | £ | YES/NO |
|  |  |  |  | £ | YES/NO |
|  |  |  |  | £ | YES/NO |
|  |  |  | Sub Total | £ |
|  |  |  | VAT @ 20% | £ |
|  |  |  | Total (T1) | £ |

ORGANISATIONAL SUPPORT FOR PROJECT (inc. in-kind, staff time, or other funding sources)

Associations should consider current and ongoing maintenance as part of a match-funding contribution

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item Description | Supplier | Item Cost | Quantity | Total | VAT applicable? |
|  |  |  |  | £ | YES/NO |
|  |  |  |  | £ | YES/NO |
|  |  |  |  | £ | YES/NO |
|  |  |  | Sub Total | £ |
|  |  |  | VAT @ 20% | £ |
| |  |  | | --- | --- | | Total Project Value (T1& T2) | £0 | |  |  | Total (T2) | £ |

Please submit completed applications to: [socialhousingfund@cycling.scot](mailto:socialhousingfund@cycling.scot) / Tel: 0141 229 5350.

Do ensure the form is fully completed as incomplete applications will not be considered.

**Application deadline: 31st May 2019 – 5.00 pm**

1. **ASSOCIATE MEMBERS** In addition the public sector bodies to whom the use of this contract / framework agreement will be open on an associate member basis. In addition the following public sector bodies will be able to use the Framework subject to the approval of NHS SBS: NHS Scotland (National Health Service for Scotland) including but not limited to: NHS Boards, Hospitals, Primary care Services GPs, pharmacies, dentists and optometrists, Hospital services, and community services, including those provided through community health centres and mental health services: <http://www.scot.nhs.uk/organisations/> Other Scottish Public Bodies:- Scottish Government, Scottish Local Authorities, Scottish Agencies, NDPBs, Scottish Further and Higher Education Boards, Scottish Police, Scottish Fire and Rescue, Scotland Citizens Advice, Scottish Schools and Scottish Housing Associations. [↑](#footnote-ref-1)