

2021 Pedal for Scotland grant scheme

About

Building on the experience and legacy of 20 years of delivering Pedal for Scotland, Cycling Scotland is supporting local events in more places to get more people cycling in 2021, with funding from Transport Scotland. This document outlines the grant scheme application criteria and support that Cycling Scotland will offer to community organisations to deliver cycling events. Two options are available

- Up to £10,000 grant funding for Pedal for Scotland events with 250 - 700 participants, delivered in partnership with Cycling Scotland
- Up to £1,000 grant funding for community cycling events with 50 – 250 participants

Further details can be found below. Grant decisions will be based on meeting these aims and criteria

Aims

Events with 250 -700 participants - up to £10,000 grant available	Events with 50-250 participants – up to £1,000 grant available
<ul style="list-style-type: none"> • To get more people cycling more often in communities across Scotland • To expand awareness of, and support for, investment in cycling • To provide events that complement other activities and reach new audiences, particularly those who don't currently cycle • Promote local cycle infrastructure available year-round • Provide a high-quality experience to motivate and encourage people to cycle • Ensure inclusivity through access to bikes 	<ul style="list-style-type: none"> • To get more people cycling more often in communities across Scotland • To support inclusive cycling activity at existing community events • To highlight local cycling infrastructure and opportunities • To give community groups experience of organising cycling events

Criteria

Communities delivering cycling events will be guided by the following criteria. Events will:

Events with 250 -700 participants	Events with 50-250 participants
<ul style="list-style-type: none"> • Be community led, with support from relevant landowners and/or local authority • Showcase local cycling infrastructure and raise the positive profile of cycling • Be designed for novice participants and not competitive, on routes with limited hilliness, on majority tarmac/hardcore surfaces, and not requiring specialist technical skill • Be inclusive, including adapted bikes, tricycles etc wherever possible, and be free to enter • Use routes that are available year-round. Traffic management solutions should only be required to accommodate large numbers of people cycling at once. A maximum ratio of 20% on-road to 80% off-road is anticipated. Any on-road sections will require professional traffic management • Events will expect to attract between 250 and 700 participants. Events will fill the gap between led-rides and mass participation closed-road events • Engage the local community, providing opportunities for relevant local groups to work in partnership (including active travel, sustainability, community development etc) to showcase their role and promote their activities • Use easily accessible locations, with at least 5,000 people living within 5km of the start/finish, ideally be located close to the National or Local Cycle Network and rail stations • Develop local skills and resources with an ambition for future sustainability in event delivery • Be delivered with minimal environmental impact • Be delivered between May and October 2021 • Provide bikes free of charge to people without access to a bike (numbers subject to availability and negotiable) 	<ul style="list-style-type: none"> • Be community led, with support from relevant landowners and/or local authority • Showcase local cycling infrastructure and raise the positive profile of cycling • Be inclusive and designed for novice participants and not competitive, on routes with limited hilliness, on any suitable surface, and not requiring specialist technical skill • Are not expected to involve the closure of roads • Events will expect to attract between 50 – 250 participants • Engage the local community, providing opportunities for relevant local groups working in partnership (including active travel, sustainability, community development etc) to showcase their role and promote their activities • Use easily accessible venues • Delivered in 2021, preferably between May and October • Develop local skills and resources with an ambition for future sustainability in event delivery • Be delivered with minimal environmental impact

Items eligible for grant funding:

Cycling Scotland will manage a grant fund for lead community partners. It is anticipated that grants will be available as follows:

Events with 250-700 participants	Events with 50-250 participants
<ul style="list-style-type: none"> Grant funding of up to £10,000 will be available to support detailed expenditure plans. Items and services eligible for grant funding are detailed below 	<ul style="list-style-type: none"> Grant funding of up to £1,000 will be available to support events. Items and services eligible for grant funding are detailed below.
<ul style="list-style-type: none"> Event set up: venue hire, toilet hire Providers: catering, First Aid, MC, bike repairs Route support: traffic management contractor, TTRO publication, site-specific signage Local event publicity and branding: printing costs for flyers, site specific banners Equipment: sustainable resources to support future events (e.g. gazebo, cones, stakes, water bowsers) Vehicle hire: short term van-hire to move resources over event weekend 	<ul style="list-style-type: none"> Event set up and equipment Event logistics, eg First Aid Enhancing the participant experience Event insurance Subsidising participant entry costs

Roles and Responsibilities

Events with 250-700 participants	Events with 50-250 participants
<p>Cycling Scotland’s responsibilities include:</p> <ul style="list-style-type: none"> • provision of grant • promotion of events and social media activity • a website landing page, online booking system and communication with participants • providing an event logo and guidelines to support any additional local promotion • wide-ranging advisory support for event delivery • Pedal for Scotland route signage • an event photographer • providing staffing to assist on the day • producing an analysis of a post event survey to participants • providing rider bibs and pins, and medals for each participant <p>Event lead organiser’s responsibilities include:</p> <ul style="list-style-type: none"> • meeting criteria and requirements of grant funding • identifying and agreeing a start location and route • liaising with the Local Authority/landowner as appropriate • ensures necessary traffic management is secured (if relevant) • taking the lead on community engagement • having adequate insurance of £10million public liability in place • preparing and signing off of the event Risk Assessment • managing, staffing and delivering a safe event • identifying local provider who can provide free hire of bikes • supporting promotion through their channels (e.g. social media) • using the supplied Pedal logo in event and promotional collateral, where feasible, and always following brand guidelines • securing and briefing First Aiders and route marshals • event debrief including key learnings, participant numbers, environmental impact considerations, inclusivity etc 	<p>Cycling Scotland’s responsibilities include:</p> <ul style="list-style-type: none"> • provision of grant • promotion of event on social media and listing on Cycling Scotland’s website • producing an analysis of a post event survey to participants <p>Event lead organiser’s responsibilities include:</p> <ul style="list-style-type: none"> • delivering the event with adequate insurance in place • meeting criteria and requirements of grant funding • liaising with the Local Authority/landowner as appropriate • sending out a post event survey to participants • support of Cycling Scotland to be acknowledged appropriately

Application process

Please consult the Grant Guidance for more information about the application process and before you complete your application. Applications will be considered on a case by case basis in line with the aims and criteria as detailed above.

About Cycling Scotland

Cycling Scotland is the nation's cycling organisation. Working in partnership with other organisations, with funding from Transport Scotland, we help create an environment for everyone in Scotland to cycle easily and safely. Our vision is of a sustainable, inclusive and healthy Scotland where anyone, anywhere can enjoy all the benefits of cycling. For more information please visit www.cycling.scot

Cycling Scotland is a Scottish Charity, SC029760, regulated by the Scottish Charity Regulator (OSCR).