

2022 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 2022, 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+ participants
- 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+ - 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+ participants	Events with 50-250 participants
<ul style="list-style-type: none"> • Support the local community • Have the backing of the local authority and relevant landowners • Showcase local cycling infrastructure and raise the positive profile of cycling • Support novices, with routes designed for all abilities including a 5-year-old on a bicycle without gears (avoiding steep hills, descents and uneven surfaces including grass) • Be designed to support inclusion, including for users of adapted bikes, tricycles etc wherever possible, • Be free to enter for all participants • Promote routes that are available year-round. Any on-road sections will require professional traffic management • Events will expect to attract 250+ participants • 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 venues, with at least 5,000 people living within 5km of the start/finish. Ideally be located close to the National or Local Cycle Network or rail stations • Develop local skills and resources with an ambition for future sustainability in event delivery • Be delivered with minimal environmental impact • Overcome barriers to participation, through access to bikes • Be delivered between May and end September 2022 • Events must have Public Liability Insurance to a value of £10million • Events must adhere to the terms & conditions to receive grant funding 	<ul style="list-style-type: none"> • Be organised by the community, with support from relevant landowners and/or the 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 • Be delivered in 2022, preferably between May and end September • 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/event partners. It is anticipated that grants will be available as follows:

Events with 250+ 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, an MC, bike repair service Route support: traffic management contractor, TTRO publication, site-specific signage Local event publicity and branding: printing costs for flyers, site specific promotional banners Equipment: sustainable resources to support future events (eg. 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+ participants	Events with 50-250 participants
<p>Cycling Scotland's responsibilities include:</p> <ul style="list-style-type: none"> • provision of grant • support to promote events and communicate with participants including: <ul style="list-style-type: none"> ○ website landing page on www.cycling.scot ○ digital toolkit (Pedal [location] logo, graphics, video, key messages and brand guidelines) to support local promotion ○ online booking system and emails with participants (if required) • Pedal for Scotland route signage for use only on any off-road sections • an event photographer • producing an analysis of a post event survey to participants • providing rider bib numbers and pins, and medals for each participant • directional arrows for route signage plus access to event branding including feather flags, banners (for collection from, and return to, Glasgow) <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 • ensuring 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 a local provider who can offer free bike hire • supporting promotion through their channels (e.g.local partners/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 • providing participant survey templates <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 [Application Guidance](#) for more information about the application process and the terms and conditions of the Pedal for Scotland grant funding.

Once you have read the guidance, applications should be submitted using [Cycling Scotland's online grant portal](#). You can view the questions on each page before starting your application.

Applications will be considered on a case by case basis, in line with the aims and criteria detailed above.

If you have any questions not covered in the [Application Guidance](#) or our [FAQs](#), please contact info@pedal.scot.

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).