



Strathclyde Partnership
for Transport

People and Place Community Grant Fund 25/26

Application Form

SPT People and Place Community Grant Fund 25/26

Before starting an application for the SPT People and Place Community grant fund, we strongly encourage you to carefully read the fund guidance as it provides key information on organisation and project eligibility criteria, timescales, and how to submit an application.

Please note that funding is contingent on Transport Scotland funding being awarded to SPT for the 25/26 financial year, and SPT Board approval of the subsequent 25/26 budget.

Funding applications must be submitted, along with a Project Delivery Plan (for which a template has been provided to be completed), by end of day **Monday 14 April 2025**. Any applications submitted after this date will not be considered. The Project Delivery Plan should include clear information on use of resources, project timescales in line with the fund's requirements, project milestones and risk management. This will be scored in line with the scoring criteria outlined in the fund guidance.

Section 1 – Organisation Details

Organisation Name:		
Organisation Address:		
Name and role of main contact:		
Main contact’s email address:		
Name and role of secondary contact:		
Secondary contact’s email address:		
What type of organisation are you (Select all that apply)?		
<input type="checkbox"/> Community group	<input type="checkbox"/> Voluntary organisation	<input type="checkbox"/> Registered charity
<input type="checkbox"/> Social enterprise	<input type="checkbox"/> Community benefit society	<input type="checkbox"/> Community interest company
<input type="checkbox"/> Other (Please specify):		

If your organisation is a registered charity, please provide the charity registration number:	
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If applying in partnership with another organisation, please provide their details here:

Partner Organisation Name:	
Partner Organisation Address:	
Name and role of partner main contact:	
Partner Main contact’s email address:	

Section 2 - Eligibility

Please confirm that your organisation (and any onward recipients of funding) will comply with all the requirements below.

It has a constitution.

It has current Public Liability Insurance.

It is financially solvent, and able to provide evidence of such

It has a project team of at least one suitable person committed to lead and manage the project for its duration, including finance and administration.

It complies with the Fair Work First conditionality where applicable (as set out in the fund guidance).

It has robust safeguarding policies and procedures to protect vulnerable adults and children if applicable to the project (as set out in the fund guidance).

Section 3 – Project Summary

What is the name of your project?

Is it a new or existing project?

Where will your project take place? Please include the specific location & the Local Authority area(s)

Community projects must align with *at least* one of the five key People and Place themes below. Please select the theme(s) that apply to your project:

Schools and Young People

Interventions in Scottish schools that deliver holistic solutions for creating an environment where active and sustainable travel choices are not only an option, but the most effective ways to travel for young people and families.

Workplaces

Interventions that focus on places of work, that make active and sustainable travel choices a realistic solution for commuting for staff and volunteers. These could include investment in workplace cycle storage/parking or maintenance provision, or incentivisation schemes that make wheeling, walking, cycling and public transport a more attractive choices to private car use.

Accessibility and Inclusion

Interventions that focus on inclusion of underrepresented groups in Scotland who might face additional barriers to active and sustainable travel, such as cost, social perception, culture, health, ability, and geographical location. Interventions should integrate a good engagement with groups who face such barriers and aim at significantly reducing them to increase opportunities to choose active and sustainable travel.

Capacity and Capability

Interventions and initiatives to facilitate knowledge and skills transfer, and improved joint working between delivery partners, and building capability for improved monitoring and evaluation of projects.

Supporting Sustainable Transport

Interventions that focus on supporting sustainable travel projects. It is our intention that sustainable travel projects supported under the People and Place Programme will be focused on:

- Shared transport (including car clubs, bike and car share)
- Supporting (Digital) Demand Responsive Transport
- Local Travel Points / Mobility Hubs
- Support for MaaS project roles

Additional projects will be considered and funding subject to further discussions on the Programme scope with Transport Scotland fund guidance).

Please provide a summary of what your project will deliver (maximum 300 words).

Section 4 - Grant Request

Please provide information on the amount of grant funding you're applying for to support your project. This should be in line with your planned budget in your Project Delivery Plan.

Is your organisation VAT registered and able to reclaim all VAT charged?

If yes, please ensure that costs are exclusive of VAT, if your organisation is not VAT registered and/or is unable to reclaim VAT in full, please ensure that costs are inclusive of VAT where non reclaimable and evidence of this status should be provided with this application.

Applications can be made for both capital and revenue funding. **It is essential that the definitions and eligible expenditure of these are considered ahead of the application being submitted. Please carefully refer to the Fund Guidance document for further information on this.**

Revenue funding requested (£):

Capital funding requested (£):

Total amount requested (£):

Match funding. Please let us know if your organisation is able to provide any match funding to support the delivery of this project. Please note that, while match funding is encouraged, it is not mandatory to be eligible for this fund.

Total Match funding provided by organisation (£):

Total value of project (inclusive of match funding) (£):

Section 4 - Project Detail

Community engagement and barrier identification (maximum 500 words)

Please focus on any current and/or previous consultation and engagement work carried out with your community to identify key needs and barriers that your community is facing to access active and/or sustainable travel. Please also provide detailed information on your community's current needs and barriers.

Project Outcomes (maximum 300 words)

Please explain how your project will deliver on the relevant outcomes related to the People and Place programme's objectives and the five identified People and Place themes.

Organisation Experience (maximum 300 words)

Please focus here on your organisation's previous success at delivering projects, including active and/or sustainable travel behaviour change projects. You may wish to include a small number of example projects, and what outcomes they have had.

If you are submitting multiple applications, please feel free to use the same text for this section on each application.

Section 5 – Confirmation

We have attached a Project Delivery Plan.

We confirm this application form, and accompanying documents, have been completed accurately and to the best of my knowledge.

Name:	
Date:	
Signature:	