# **Rural Community Led Local Development Fund (CLLD) 2025-26**

# **Project Application Form**

Before completing this application form, you must read Greater Renfrewshire and Inverclyde (GRI) Local Action Group (LAG) Community Led Vision (CLV) guidance.

If you have any queries, please contact keren.ferguson@renfrewshire.gov.uk in the first instance.

As part of your application, your group/organisation will be required to provide:

* a detailed budget indicating what your grant will be spent on
* the date you expect to complete the project
* a copy of your Constitution (if applicable)
* a copy of your bank statements for the last 3 months. If you are unable to provide either of these, please urgently contact Keren Ferguson
* a copy of all relevant permissions for capital build projects, e.g., planning permission and building warrant

Eligibility Criteria Check

**All Projects must be completed and fully claimed by 9th March 2026.**

Projects **must** align with at least one of the Scottish Government spending priorities **and you should detail in the application how the project meets this objective**:

Please select the main Scottish Government priority your project aims to assist in the delivery of:

[ ]  Eradicating child poverty.

 [ ]  Growing the economy.

 [ ]  Tackling the climate emergency.

 [ ]  Improving public services.

**To be eligible to apply for this fund, your project must also deliver on at least one of the following CLLD & GRI LAG priorities (Please tick all those that apply):**

[ ]  Encourage and support rural communities and villages

[ ]  Address climate change

[ ]  Increase and sustain local rural businesses, micro businesses and social enterprises

[ ]  Address inclusion, diversity and equality and rural poverty issues (inc. child poverty, food security and support for working families)

[ ]  Create specific opportunities for young people

[ ]  Foster partnership working

## Section 1 – Tell us about your group/organisation

|  |  |
| --- | --- |
| **Legal name of group / organisation** |  |
| **Trading name or known name, if different from above** |  |
| **Legal Form** | [ ]  Other. Provide status[ ]  Community Benefit Society[ ]  Trust[ ]  Scottish Charitable Incorporated Organisation Organisation[ ]  Co-operative Benefit Society[ ]  Company Limited by Guarantee[ ]  Constituted Community Group [ ]  Community Interest Company |
| **Scottish Charity Registration Number (if registered)** |  |
| **Is your organisation VAT registered?** | [ ]  **YES** | [ ]  **NO** |
| **If YES, please state the organisations VAT number here:** **Registered Address Details** |
| Address line 1 |  |
| Address line 2 |  |
| Address line 3 |  |
| Town / City |  |
| Postcode |  |
| Local Authority |  |
| Website |  |
| Twitter |  |
| Facebook |  |
| Instagram |  |
| Please tell us how many employees and members your organisation has.Full-time employees: Part-time employees: Volunteers: Members: |
| Is PVG scheme in place for all staff and volunteers? Yes: [ ]  No: [ ]  Not applicable: [ ]  |
| **Is this a partnership application?** | [ ] No[ ] Yes |
| If Yes, please provide the name of Partner/s |  |
| Partner/s contact details: |  |
| **What is your group or organisation’s annual income and net profit?** Please enter 2 different figures: | Annual Income:Net Profit: |
| **Please indicate the community (e.g., village) and/or community of interest (e.g., young people) your activity will support?** |  |
| **Please Indicate whether your community is either Accessible Rural or Remote Rural.** |
| [ ]  **Remote Rura**l: more than a 30-minute drive to a settlement with a population of 10,000 or more. [ ]  **Accessible Rural**: less than a 30-minute drive to a settlement with a population of 10,000 or more.  |

## Section 2 – Contact details

|  |
| --- |
| **2 main contacts for the group/organisation are required. Must be in a senior role and involved in the project.** |
| First Name |  | First Name |  |
| Last name |  | Last name |  |
| Position |  | Position |  |
| Phone Number |  | Phone Number |  |
| Email address |  | Email address |  |

|  |
| --- |
| **Authorised signatory/ies and role/s including for bank accounts. See section 4** |
| **1.** Name |  |
| Position |  |
| Phone Number |  |
| Email address |  |
| **2.** Name |  |
| Position |  |
| Phone Number |  |
| Email address |  |

## Section 3 – Tell us about the activities you would like funding for

Applicants should tell us how the work they will deliver responds to local needs and will help strengthen their community. **Refer to applicant guidance and project scoring criteria when answering all questions.**

|  |  |
| --- | --- |
| **Enter Project Name** |  |
| Please indicate which funds you are applying for (Capital/Revenue/both) | Capital [ ]  | Revenue [ ]  |
| If Capital, are all relevant permissions in place where required?  | YES [ ]  | NO [ ]  |
| **Copies of all relevant permission documents, e.g., planning, building warrants etc will be required to be submitted with your application.** **YOUR APPLICATION WILL NOT BE PROCESSED IF THESE ARE REQUIRED AND NOT IN PLACE AND EVIDENCED.** |
| Can you supply multiple like for like quotes for all costs of £5000 or more?  | YES [ ]  | NO [ ]  |
| Project start date (**cannot be before approval date**) |  |
| Project End date (**cannot be after 9th March 2026**)  |  |
| **Key Project milestones & delivery dates**  | **Milestone** (e.g. materials delivered, contractors on site etc) | **Date to be completed** |
|  |  |
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| Who will this project benefit? |  |

|  |
| --- |
| **If the group/organisation and /or another funder is also making a financial contribution to your project, please state their name, amount involved and if this money is for a specific item or element of the project.** (50 words maximum) Refer to **Scoring criteria** **4** within the applicant guidance |
|  |
| **What specifically will you use the funding for? Please describe the proposed activity, how you plan to do it, who will benefit and in what way. How does the project assist in the delivery of the selected priorities and outcomes on the following pages.** We do not need to know what you have done in the past. **(250 words maximum)** Refer to **Scoring criteria 2 & 3** within the applicant guidance |
|  |
| **What outcomes do you expect to achieve?** Please select the main outcomes you aim to achieve and enter your target number.  |
| **General Outcomes** | [ ]  | **Target** |
| No. of volunteering opportunities | [ ]  |  |
| No. of people delivering a project  | [ ]  |  |
| No. of people benefitting from the project | [ ]  |  |
| No. of jobs safeguarded | [ ]  |  |
| No. of jobs created | [ ]  |  |
| No. of third sector organisations involved in a project | [ ]  |  |
| **Encourage and support rural communities and villages** | [ ]  | **Target** |
| No. of measures to support community capacity building | [ ]  |  |
| No. of community and information events  | [ ]  |  |
| No. of bed spaces created (tourism/economy) | [ ]  |  |
| No. of additional visitors (tourism/economy) | [ ]  |  |
| No. of community plans created | [ ]  |  |
| No. of community run facilities supported | [ ]  |  |
| No. of improved signage initiatives | [ ]  |  |
| No. of information events | [ ]  |  |
| No. of community transport initiatives | [ ]  |  |
| No. of community led initiatives | [ ]  |  |
| Other – please state below | [ ]  |  |
|  | [ ]  |  |
|  | [ ]  |  |
| **Address climate change, responding to the net zero challenge** | [ ]  | **Target** |
| No. of environmental awareness events | [ ]  |  |
| No. of measures to restore nature (rewilding, tree planting etc) | [ ]  |  |
| No. of measures to improve access to nature | [ ]  |  |
| No. of energy efficient improvements made (general) | [ ]  |  |
| No. of energy efficient appliances installed | [ ]  |  |
| No. of measures to support journey to net zero/reduce carbon footprint | [ ]  |  |
| No. of partnerships formed for climate adaption/mitigation efforts | [ ]  |  |
| Other – please state below | [ ]  |  |
|  | [ ]  |  |
|  | [ ]  |  |
| **Increase and sustain local rural businesses, micro-businesses and social enterprises** | [ ]  | **Target** |
| No. of new enterprises created | [ ]  |  |
| No. of small businesses supported | [ ]  |  |
| No. of new products or services | [ ]  |  |
| No. of local businesses working in partnership to deliver a project | [ ]  |  |
| No. of organisations with improved services | [ ]  |  |
| No. of training opportunities | [ ]  |  |
| No. of feasibility studies  | [ ]  |  |
| No. of businesses engaged with Business Gateway | [ ]  |  |
| Other – please state below | [ ]  |  |
|  | [ ]  |  |
|  | [ ]  |  |
| **Address inclusion, diversity and equality issues and help ensure that child, elderly, fuel and other forms of rural poverty** | [ ]  | **Target** |
| No. of people participating in a project from underrepresented groups (ethnic minorities, young people (<24), elderly (>67), LGBTQ+) | [ ]  |  |
| No. of people experiencing improved mental health | [ ]  |  |
| No. of people experiencing reduced isolation | [ ]  |  |
| No. of people receiving help with food costs | [ ]  |  |
| No. of people benefitting from training | [ ]  |  |
| No. of people receiving financial/debt/benefits advice | [ ]  |  |
| Other – please state below | [ ]  |  |
|  | [ ]  |  |
|  | [ ]  |  |
| **Create specific opportunities for young people (under 24)** | [ ]  | **Target** |
| No. of young people benefitting from a project | [ ]  |  |
| No. of young people participating in a project | [ ]  |  |
| No. of young people receiving training | [ ]  |  |
| No. of opportunities created for young people | [ ]  |  |
| No. of young people involved in policy making or project development | [ ]  |  |
| No. of youth led initiatives | [ ]  |  |
| No. of skills development initiatives for young people | [ ]  |  |
| No. of schools or FE establishments involved in developing a project | [ ]  |  |
| Other – please state below | [ ]  |  |
|  | [ ]  |  |
|  | [ ]  |  |
| **Foster partnership working** | [ ]  | **Target** |
| No. of organisations working in partnership | [ ]  |  |
| No. of events/workshops fostering community & stakeholder engagement | [ ]  |  |
| No. of training sessions/workshops for community groups (capacity building & grant applications | [ ]  |  |
| No. of organisations sharing information and best practice | [ ]  |  |
| Other – please state below | [ ]  |  |
|  | [ ]  |  |
|  | [ ]  |  |
| **Please continue to next section on the following page** |
| **Describe how this activity will develop and support your community? (your village, community of interest e.g. young people, business community etc)**(250 words maximum) Refer to **Scoring criteria** **1, 5 & 10** within the applicant guidance |
|  |
| **Describe how the community has been involved in developing the proposed activity and what evidence there is of community support for it.** (250 words maximum) **Scoring criteria** **6 & 7** within the applicant guidance |
|  |
| **What do you hope to learn from it?****What outcomes do you expect to achieve?** **What will you put in place to identify learnings and track/record the outcomes?** **Outline known or potential risk factors and how these will be mitigated/ minimised.**(250 words maximum) **Scoring criteria** **3, 8, 9 & 11** within the applicant guidance |
|  |
| **If applicable, please tell us about anything new or innovative about your proposed activity or any knowledge you can expect to gain that can be shared with other groups? \***This is for information only and will not be scored |
|  |
| **Will your activity specifically support any of the following groups?** Please tick all that apply. |
| [ ]  Equality and marginalised groups [ ]  People living in poverty, including fuel and food[ ]  Unemployed Young People aged 16-24 |
| **Please confirm that you will deliver your work in line with Scottish Government Fair Work First principles** [Fair Work First Guidance: Supporting the implementation of Fair Work First in workplaces across Scotland (www.gov.scot)](https://www.gov.scot/binaries/content/documents/govscot/publications/advice-and-guidance/2023/03/fair-work-first-guidance-2/documents/fair-work-first-guidance-supporting-implementation-fair-work-first-workplaces-scotland/fair-work-first-guidance-supporting-implementation-fair-work-first-workplaces-scotland/govscot%3Adocument/fair-work-first-guidance-supporting-implementation-fair-work-first-workplaces-scotland.pdf) | [ ]  YES[ ]  NO |
| **If awarded a grant, are you happy to be part of a group of funded organisations that meets on occasion to share your learning and insights so they can evaluate how the funding is being used?**  | [ ]  YES[ ]  NO |
| **Projects awarded funding must agree to cooperate in use of their project in possible promotional and learning material including the use of photography and video filming.**  | [ ]  YES[ ]  NO |

**Previous Funding**

Have you received any funding from Renfrewshire / East Renfrewshire / Inverclyde Council or the Greater Renfrewshire and Inverclyde Local Action Group in the last 3 financial years?

**If yes, please confirm details below.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Financial Year** | **Grant Name** | **Grant Amount** | **What was the money used for** |
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## Section 4 – Finance

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| **What is the total cost of your project?** (Do not include funding in-kind) |  |
| **What value of match funding do you have in place?** (Do not include funding in-kind) |  |
| **What value of CLLD grant funding are you applying for?** (Do not include funding in-kind) |  |
| **Please provide an indicative budget indicating what your grant will be spent on and indicate whether it is capital or revenue expenditure. Refer to guidance for detail on this.** |
| **ITEM OF SPEND** | **TOTAL COST OF ITEM** | **AMOUNT OF CLLD FUNDING REQUESTED** | **CAPITAL**  | **REVENUE** |
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| **TOTALS (complete both totals)** |  |  |  |  |
| **Please confirm that you will be able to spend and claim all this funding and complete your project by 9th March 2026.** | [ ]  YES[ ]  NO |
| **Will you be able to provide evidence of spending this money directly from the bank account registered to receive grant payment?** | [ ]  YES[ ]  NO |
| **Has your organisation or group previously been awarded grant funding from Scottish Rural Community Led Local Development Fund?**  | [ ]  YES[ ]  NO |
| **Please confirm that your group/organisation has a bank account?**\*If No, please ensure that a bank account is being applied for in the name of your group/organisation**.** | [ ]  YES[ ]  NO |
| **Does your group require more than one signatory to make withdrawals from your bank account?**See Section 2 | [ ]  YES[ ]  NO |
| **Please submit a copy of your 3 most recent bank statements.****Please submit a copy of your group or organisation’s Constitution or set of rules.** |

## Section 5 – authorisation

|  |
| --- |
| On behalf of the group / organisation named in Section 1, I/we hereby apply for a grant as outlined in this application in respect of expenditure to be incurred over the proposed funding period on the activities described above.I/we certify that, to the best of my/our knowledge and belief, the statements made in this application are true and the information provided is correct.I/we accept that failure to provide a correct declaration and other accurate information may lead to funding being refused, withdrawn or recovered.  |
| **Name of authorised person/s** |  |
| **Position of authorised person/s** |  |
| **Name of authorised person/s** |  |
| **Position of authorised person/s** |  |

**Applicants to the Community Led Local Development Fund should be aware that all information submitted to the Scottish Ministers may need to be disclosed and/or published by the Scottish Ministers.**

**Without prejudice to the foregoing generality, the Scottish Ministers may disclose information in compliance with the Freedom of Information (Scotland) Act 2002, any other law, or, as a consequence of judicial order, or order by any court or tribunal with the authority to order disclosure. Further, the Scottish Ministers may also disclose all information submitted to them to the Scottish or United Kingdom Parliament or any other department, office or agency of Her Majesty’s Government in Scotland, in right of the Scottish Administration or the United Kingdom, and their servants or agents. When disclosing such information to either the Scottish Parliament or the United Kingdom Parliament it is recognised and agreed by both parties that the Scottish Ministers shall if they see fit disclose such information but are unable to impose any restriction upon the information that it provides to Members of the Scottish Parliament, or Members of the United Kingdom Parliament; such disclosure shall not be treated as a breach of this agreement.**