

Network Action Grant Fund Guidelines

Community fund for small projects on the National Cycle Network in Scotland that benefit people or wildlife.

Minimum grant £100; Maximum grant: £750.

Communities play a crucial role in encouraging others to walk and cycle for more of the journeys they make every day, by making areas more enjoyable or interesting to travel through. The Network Action Grant Fund supports communities to make improvements to the National Cycle Network, by providing Network Action grants towards projects which will benefit people or wildlife on the National Cycle Network routes.

What is eligible for funding?

Examples of what costs can be covered with a Network Action grant:

- Litterpicking equipment
- Bike trailers for transporting tools and equipment
- Hand tools
- Power tools
- Wildflower seeds
- Plug plants
- Fruit trees
- Bird or bat boxes
- Bug hotels
- Maintenance of bike repair stations on the National Cycle Network
- Training to undertake wildlife surveying on the National Cycle Network
- Training to manage habitats on the National Cycle Network
- Training to lead walks or rides on the National Cycle Network
- Local press advertisement for raising awareness

Please Note: This is not an exhaustive list and applications can include things which do not appear here.

Please Note: All projects must take place on a numbered National Cycle Network route.

What is not eligible for funding?

- Staff time or wages
- Fuel costs
- The construction of paths
- General path maintenance or re-surfacing
- Structural repairs to existing infrastructure, e.g. walls, bridges etc.

- Installation of artwork or interpretation boards (please see ArtRoots fund for this)

Please Note: This is not an exhaustive list. Sustrans holds the right to refuse applications which contain elements not listed here.

Community involvement

The fund exists to support communities to care for the National Cycle Network, so please include an outline of community involvement in your application.

It is generally assumed that there will be an equal volunteer in-kind contribution to the amount of funding applied for. A monetary value is put to the time spent by volunteers. The standard day rates are shown in the table below:

Type of work	Activity	Day rate
Unskilled volunteer task	<ul style="list-style-type: none"> • Painting • Using hand tools e.g. spade, loppers, rake • Mixing cement by hand • Administration tasks 	£50
Skilled volunteer task	<ul style="list-style-type: none"> • Operating mechanical tools e.g. strimmer, cement mixer, hammer drill • Operating large machinery e.g. digger, forklift 	£150

Who can apply for funding?

Network Action grants will be available to registered charities, social enterprises and other constituted community groups. Individuals and profit-making companies may not apply for grants.

Local authorities may apply for funding on behalf of a community group that is not constituted.

Deadline for applications

Friday 17th May 2019

How do I apply?

Register by completing the expression of interest form [here](#). We will contact you within 2 weeks of submitting this form with feedback as to whether we think your project is suitable for this fund. You will then need to complete a full grant application form which will require further details, including costings – we will email you a link to this.

Landowner permission may be required for your project if you are making changes to land or environment through tool use or management, or operating machinery on their land. Please confirm with your local authority whether you will need permission for your proposed project and obtain this in writing in advance of applying.

Application assessment and awarding of grants

Your application will be assessed by Sustrans and will be marked on how it meets the aims and objectives of the Network Action Grant Fund and the project's deliverability. You will

then be notified of the outcome of the assessment and, if successful, any conditions which may apply.

If you are successful in being awarded a Network Action grant, you will need to enter into a legal contract with Sustrans as a condition of the funding being provided. This contract sets out the line of action to be followed and must be signed by both Sustrans and the community group before the release of any funds.

To claim funding, you will need to complete a grant claim form. You will receive 100% of funding upfront but will be required to complete a feedback form on your project.

Final report

The final report asks for the impact of your project, the volunteer in-kind contribution, before and after photos, and for feedback on your experience obtaining a grant. A copy is available on request.

Terms & conditions

By applying for this grant you agree to

- Spend the money as outlined in your application or tell us if that changes
- Provide feedback on your project
- Agree to us contacting you throughout the duration of your project

If you have any queries please contact our Network Engagement Coordinator (Volunteering), Laura White, on laura.white@sustrans.org.uk or phone **0131 346 3016**

Sustrans is the charity making it easier for people to walk and cycle. We connect people and places, create liveable neighbourhoods, transform the school run and deliver a happier, healthier commute.

Join us on our journey. www.sustrans.org.uk