

KINCARDINE & MEARNS COASTAL COMMUNITIES FUNDING CRITERIA

To be eligible to apply to the Coastal Communities Fund the following criteria must be met:

1. Applicants

Applications can be made by any of the following organisations:

- Small & Medium Enterprises (limited companies, partnerships, or sole traders)
- Public sector organisations
- Co-operatives
- Charities registered in Scotland
- Constituted community groups

Individuals, unconstituted groups and political or campaigning groups are not eligible for funding. Religious groups will not be ordinarily eligible, unless broad community benefit can be demonstrated.

Applications which are solely or substantially for individual benefit will not be considered.

Applicants must provide the following as part of their application:

- Constitution or Memorandum/Articles of Association
- Bank statement(s) covering a period of 3 months
- Annual Accounts for the past 3 years
- Organisational policies where relevant (e.g. equal opportunities, health & safety, child protection, environmental).
- Relevant insurance policy certificates

2. Location

The site of the project or the community must be within one mile of Aberdeenshire's coastline. Up to 2 miles from the coastline **may be** considered where it can be demonstrated that there is a strong and tangible link with the coast or sea.

Examples of settlements that could be eligible are Findon, Portlethen, Newtonhill, Muchalls, Stonehaven, Catterline, Kinneff, Inverbervie, Gourdon, Johnshaven and St Cyrus.

Projects must have a **tangible link to the coast and/or the sea**, for example:

- Projects that help people develop skills related to coastal or seafaring pursuits, activities or enterprises, for example sailing, fishing or boatbuilding.
- Projects that celebrate the heritage of coastal and seagoing communities of place and interest, for example, a coastal or fishing village or township, historic boatbuilding or relevant clubs or organisations.
- Projects that improve access to coastal areas, for example paths and viewpoints.

- Projects that improve the coastal environment, for example applications to establish and support community groups looking after their coastline.
- Projects that improve community-controlled infrastructure such as harbours, boathouses and buildings.
- Town centre public realm improvements will not be eligible unless they can be demonstrated to improve access to the foreshore, beach or harbour.

As sites are specifically included it is possible that applications will be received for projects taking place at coastal locations, outwith any settlement. Such applications may come from groups or organisations representing communities of interest as well as of place (for example wildlife or environmental, arts or wellbeing groups).

3. Priorities

Funding will be targeted towards activities or infrastructure which support the following priorities:

- Supporting the development of active travel routes along, to and from the coastline
- Developing the coastal economy, workforce and sustainable tourism
- Creating or enhancing community, leisure and recreational facilities
- Safeguarding, restoring or enhancing the coastal environment

Projects must contribute to **at least one** of Aberdeenshire Council's priorities:

Pillar	Priority
A sustainable economy	We will support a strong and diverse economy by attracting people of working age to our region, complementing our highly skilled local workforce.
Connected communities	We will work with communities and partners to enhance the sense of connection among our places. This includes supporting communities to come up with innovative solutions to ensure our places are resilient and vibrant.
Living well locally	We will encourage and support our residents to lead healthy and active lives and contribute meaningfully to their communities. We will make proactive choices that will allow us to cater to the needs of our increasingly ageing population.

4. Timescale

The funds must be able to be spent and have receipts submitted before the end of the financial year (31 March), there will be no opportunity to extend this deadline. It is hoped that there will be future funds available so if your project is not sufficiently advanced to be able to submit a claim for this financial year then you may be able to apply in future years.

5. Assessment Criteria

The following criteria will be taken into account when determining funding awards:

- a. **Strategic Fit** – To what extent does the project align with the priorities of the Aberdeenshire Council Strategic Framework, Locality Plans and Community Action Plans.
- b. **Cross-Cutting Themes** – Can the project demonstrate a neutral or positive contribution to the following themes:
 - Equalities
 - Fairer Scotland Duty
 - Town Centre First Principle
 - Sustainability
 - Children and Young People's Rights and Wellbeing
- c. **Legacy and Sustainability** – Will the project deliver a lasting legacy beyond its lifetime and be sustainable once grant funding has ended?
- d. **Project Need and Demand** – Is there sufficient evidence that the project will meet an unmet demand?
- e. **Need for Grant** – Is the grant requested the minimum amount required for the project to proceed and have other sources of match funding been adequately explored?
- f. **Capacity to Deliver** – Does the delivery organisation have sufficient capacity (financial and people) to complete the project as set out and on time?

6. Costs

The following thresholds for grant will apply to funding applications:

- Minimum grant - £1,000
- Maximum grant - £49,999
- A minimum contribution of 10% match funding for community, voluntary sector and public sector projects with wider community benefit.
- Applications from organisations with an annual turnover of more than £250,000 will not be considered.

Payment will be made retrospectively on receipt of invoices or other confirmation that the money has been spent in accordance with the proposals applied for. Payment will be made by BACS transfer to a group's bank account.

The use of the budget or project must not commit the Council to recurring expenditure or maintenance.

All match funding secured from other sources for the project activity must be transparently declared in grant applications and any changes to this funding package notified to the Council. Match funding from the Coastal Communities Challenge Fund cannot be used to match Area Coastal Communities allocations or vice versa. The level of match funding provided will be taken into account in the evaluation of bids, with projects demonstrating greater leverage of match funding viewed favourably.

Both capital and revenue projects **may be** supported. All costs must be:

- **Essential** – All project costs must be essential for the project to be successfully delivered.
- **Additional** – All project costs must be additional to core organisational costs which would be incurred even if the project did not go ahead.

- **Best Value** – Applicants must demonstrate that project costs are value for money and provide evidence to support this.
- **Actual** – Costs will be paid out on the actual amount incurred by the organisation up to the maximum contractually agreed amount.

The following costs are ineligible for support:

- Costs formally committed to or spent prior to the project start date
- Costs incurred or invoiced after the project end date
- Costs involved in winding up a company or organisation
- Bad debts, fines, financial penalties and expenses of litigation
- Payments not supported by invoices and/or documents proving expenditure
- Recoverable VAT
- Alcohol

7. Monitoring and Evaluation

The following outputs and outcomes will be monitored:

- Number of new facilities created
- Number of existing facilities enhanced
- Number of jobs created (in Full Time Equivalent @ 37 hours)
- Number of new products/services created
- Number of volunteer opportunities created
- Length of active travel routes enhanced or created (km)
- Reduction in greenhouse gas emissions (Carbon dioxide equivalent (CO₂e) per annum)
- Increase in revenue to sustain and grow the organisation (£ per annum)

Project sponsors will be required to provide regular progress reports towards agreed targets and a final report at the end of the project setting out what was achieved.

Any assets funded by the project grant must be maintained in good condition, adequately insured and used for the purposes set out in the grant agreement for a minimum of 5 years after the project end date.