

Buchan Coastal Communities Fund

Expression of Interest guidance
and information

About Buchan Coastal Communities Fund

Crown Estate Scotland generates income from a range of marine assets (aquaculture, offshore renewables, moorings, and other coastal income). Aberdeenshire Council receives a proportion of this income and allocates Buchan Area Committee a proportion annually to be used for coastal community benefit.

Buchan Area Committee has agreed a commissioning strategy to allocate this funding from 2022 to 2027. Allocations are variable from year to year.

Before you start check this is the correct guidance for your project.

- Applications of up to £1000 – read the criteria and complete the Coastal Communities Buchan Small Grant application form
- Applications of between £1000 and £5000 – read the Standard Grant Guidance and complete the Standard Coastal Communities Buchan application Form
- Applications of between £5001 and £9999. Note that such application will be considered in exceptional cases and projects must be featured in a community led plan. Read the Standard Grant Guidance and complete the Standard Coastal Communities Buchan application Form
- Applications of £10,000 or more must first complete an Expression of Interest. Read the guidance and submit an Expression of Interest for approval. In most cases, community led projects on this scale would be expected to apply to the Coastal Challenge fund.

This guidance is for Expressions of Interest.

An Expression of Interest is **required** for applications of between £10,000 and £25,000 for major community lead projects.

An Expression of Interest is **encouraged** for projects that have multiple phases and may take several years to deliver, even if applications will be under £10,000 on each occasion.

Expressions of Interest can be submitted at any time, but applicants will only be invited to make an application when there are sufficient funds to support the grant requested.

Eligible Buchan Locations:

The eligible area is based on the Aberdeenshire's Coastal Zone, as defined in the Local Development Plan, and any settlement which borders this. Projects taking place outside of the Coastal Zone and up to two miles from the coastline in Buchan may also be considered where they can demonstrate a strong and tangible link with the coast or sea.

Buchan Coastal Zone and eligible settlements

For Buchan, the eligible area is identified on the map below. Settlements within or on the edge of the Coastal Zone in Buchan are:

- Boddam
- Crimond
- Cruden Bay
- Longhaven
- Peterhead
- St Combs
- St Fergus



Buchan Priorities

In line with the Aberdeenshire Council Crown Estate Scotland Framework, Buchan Area Committee has prioritised:

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

In addition, Buchan Area Committee is seeking to support relevant priorities within the Buchan Community Plan, including but not limited to:

- Priority 1.1 Support the delivery of projects and initiatives which are important to communities
- Priority 1.2 Development of a Community Wealth Building approach in Buchan
- Priority 1.4 Ensure there is affordable, accessible, flexible, and reliable transport available in our communities including active travel opportunities
- Priority 2.3 Support the development of activities for communities, to maintain a healthier lifestyle
- Priority 2.4 Supporting the development of tools and initiatives to improve mental wellbeing and reduce social isolation

The Buchan Community Plan can be viewed [here](#)

Monitoring and Evaluation

The following indicators 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)

In addition, applicants may report specific outputs and outcomes relevant to their project.

It will be a condition of funding that a project report is provided within twelve weeks of the project end and/ or a progress report is provided at the end of the financial year if the project is not complete.

Eligible expenditure and financial checks

Both capital and revenue projects may be supported. Types of eligible expenditure include:

- Project development costs including feasibility studies, professional or statutory fees, or services that will enable the development of a project in a coastal community
- Training and development for volunteers (training for staff may also be considered if there is strong justification)
- Materials and equipment including safety equipment
- Additional staffing for specific projects or activities
- Creating, repairing and upgrading of coastal community facilities and amenities including coastal paths and connections to and from the coastal path
- Creating publications, video or other types of materials or content that specifically support one of the four main criteria

The following exclusions should be noted:

- Works for which statutory consents (planning permission/ change of use etc) are not in place at the time of application
- The replacement of fundraising income or general reserves.
- The displacement of funding already secured for the project.
- Projects with no tangible link to the coast or the sea and located outside the eligible area
- Core staffing costs unrelated to specific eligible activities or the priorities of the strategy
- 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

Aberdeenshire Council will carry out appropriate financial checks on external organisations before any funding offer is made. All funding will be subject to an application form being completed and an appropriate written agreement.

Please note that it is expected the Coastal Communities funding will recur, depending on allocations agreed by Marine Scotland. However, due to the allocation process it is not possible to make multi-year awards.

Please also note that Coastal Community Buchan funds cannot be used as match funding for Coastal Challenge funds.

Expression of Interest Guidance

Sections 1 and 2:

Please ensure you have provided accurate contact information. For more information on the personal data collected please read the Privacy Notice [here](#).

Section 3:

Please answer all questions fully but concisely. More information will be requested at the final application stage if required.

It is important that we understand the stage you have reached with your project development. If your project has multiple phases, please indicated this (section 3.1) and if possible include estimated phase start and end date (section 3.3).

Please note that the fund can support both revenue and capital costs. It is also possible to consider awarding funding to a project over more than one phase. For example, for a Feasibility Study and then, later, for capital works. If your project will have several phases these can be outlined briefly in your description at question 3.1.

Projects must meet one of the four Coastal Communities Fund priorities:

1. Support the development of active travel routes along, to and from the coastline
2. Develop the coastal economy, workforce and sustainable tourism
3. Create or enhance community, leisure, and recreational facilities
4. Safeguard, restore, or enhance the coastal environment

Projects should also meet one of the priorities in the Buchan Community Plan. The most relevant priorities are listed on the application form and the Buchan Community Plan can be found [here](#).

Section 4:

Expressions of Interest are only required for projects seeking £10,000 or more in any financial year. Groups should carefully consider whether they are eligible to apply to the Coastal Challenge fund instead of the Coastal Communities Buchan fund.

Projects delivering multi-phase projects over several years are encouraged to submit Expressions of Interest, but this is no compulsory.

If your project has phases and a breakdown of costs is known, please indicate this at question 4.1.

Supporting evidence of match funding is not required at Expressions of Interest stage but will be needed for a final application. Up to 90% of eligible costs may be applied for.

Grant payments are made retrospectively on evidence of payment such as receipts/ receipted invoices, or invoices and supporting bank statements. Groups undertaking major projects are encouraged to carefully consider how cashflow will be managed.

Grant payments are made by BACS transfer to a group's bank account.

Funding must be claimed within the financial year it is awarded.

External applicants should note that financial checks will be carried out prior to the award of any grant in line with Aberdeenshire Council policies and Financial Regulations.

Sections 5 and 6:

Please read these sections carefully, along with the [Privacy Notice](#), before signing the declaration and submitting your Expressions of Interest.

Please return your Expressions of Interest to buchan@aberdeenshire.gov.uk

Deadlines:

Funding must be claimed within the financial year it is awarded.

Project reports will be required within a set timescale, and this will be a condition of any grant.

Please note:

Expressions of Interest can be submitted for consideration at any time and if approved applicants will be invited to submit an application for funding as it becomes available. To support this process please try to give as much information about your project phases and timescales as possible.

You may revise and resubmit an EOI if your project changes significantly.

No project should start or commit expenditure before receiving Grant approval.

No officer of the Council can promise assistance, as every case is discretionary.