

Agenda Item	9
Report No	SR/5/23

## HIGHLAND COUNCIL

**Committee:** Isle of Skye & Raasay

**Date:** 30 January 2023

**Report Title:** Community Regeneration Fund – Assessment of Applications

**Report By:** Executive Chief Officer Infrastructure, Environment & Economy

### 1 Purpose/Executive Summary

1.1 Community Regeneration Funding is an umbrella term for a number of funds that are available for communities/organisations to access in Highland. It comprises the Highland Coastal Communities Fund and the Place Based Investment Programme, both of which are Scottish Government Funding streams to support economic regeneration and sustainable development in Highland. Area Committees are awarded devolved allocations according to approved formulae and decision making on which projects should receive funding sits with elected Members.

Within Isle of Skye and Raasay, the following allocations are available for distribution:-

- Highland Coastal Communities Fund (capital/revenue) - £378,973
- Place Based Investment Programme (capital) - £68,160
- Islands Emergency Fund (capital - restricted use, see 1.2 below) - £10,147

Total funds available - £447,133 (plus £10,147 Islands Emergency Fund)

1.2 Broad eligibility criteria for the fund is as follows:

All projects are expected to be able to meet at least one of the following priorities:-

- economic recovery;
- community resilience;
- mitigating the impact of the climate/ecological emergency; or
- addressing the challenges of rural depopulation

Projects should be able to demonstrate that they are:-

- sustainable/viable;
- providing value for money;
- providing additionality;
- able to evidence local support/local benefit; and
- able to evidence positive impacts for coastal communities and/or the coastal economy

The Islands Emergency Fund is specifically to support capital projects that are aimed at alleviating the impacts of the cost-of-living crisis. Within the current round of projects, the only projects that is deemed to fit the criteria for this fund is CRF1169 – Glendale Hall Association

1.4 In summary the position in Isle of Skye and Raasay at Area Committee on 30 January is as follows:-

- Available Funding – £457,280
- Number of applications for consideration – 16
- Total value of grant requests - £ 495,255.88 (£180,281 revenue/£314,974.88 capital)

1.5 To aid Members in their decision making, the following appendices are provided to this report:-

- **Appendix 1** - Application form for each project; and
- **Appendix 2** - Summary spreadsheet of applications for consideration including RAG status from technical assessment

Technical assessments and the RAG status are based on the application form and supplementary information provided during the application process.

## 2 Recommendations

2.1 Members are asked to:-

- Consider** all applications presented for funding and agree whether to approve, defer or reject the application. An approval of funding should detail the amount approved and outline any conditions of funding that Members wish to attach to the approval over and above the required technical conditions. A deferral would allow an applicant to resubmit the current application at a future date with updated information or for the project to be approved subject to further funding becoming available. A rejection would mean that the application will not proceed and any future application to the fund should be brought forward initially as a new expression of interest;
- Agree** which applications should receive a funding award from CRF up to the value of the available area allocation; and
- If Members wish to approve CRF1169, to **agree** this should be funded from the Islands Emergency Fund allocation.

## 3 Implications

3.1 **Resource** – Skye & Raasay have available funding of £457,280. Applications under consideration total £495,255.88. If applications approved exceed the funds available, the committee will need to undertake a prioritisation process to agree the funding awards.

3.2 **Legal/Risk** – When managing external funding it is imperative that the risks to The Highland Council are assessed/mitigated and any back to back grant award letters with third parties, and financial claims management protect The Highland Council financial and reputational interests.

- 3.3 **Community (Equality, Poverty and Rural)** – Community Regeneration Funding is available to all areas within Highland for distribution by Area Committee. The focus of the funding is economic recovery and community resilience. Consideration on issues relating to equalities, poverty and rural issues are dealt with on an individual basis for applications and covered in the technical assessments of project
- 3.4 **Climate Change/Carbon Clever** – Mitigation of the climate/ecological emergency is a specific aim of the CRF funding. All applicants are required to evidence environmental sustainability as referenced in the technical assessments
- 3.5 **Risk** – When managing external funding it is imperative that the risks to The Highland Council are assessed/mitigated and any back to back grant award letters with third parties, and financial claims management protect The Highland Council financial and reputational interests.
- 3.6 **Gaelic** – Consideration given within individual project applications in line with HC policy.

Designation: Executive Chief Officer Infrastructure, Environment & Economy

Date: 12 January 2023

Author: Fiona Cameron, Programme Manager

Background Papers: Appendix 1 – Project applications  
Appendix 2 – RAG status summary sheet



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1066	
<b>1.2 Organisation</b>	Radio Skye	
<b>1.3 Project title</b>	Cultural Journalist Pilot Extension Project	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£28081
	<b>Match funding</b>	£14000
	<b>Grant requested</b>	£14081
<b>1.5 Start date</b>	01/02/23	
<b>1.6 End date*</b>	31/03/2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	YES
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Suzy Lee
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Station Manager
<b>2.3 Address</b>	Stormyhill Road Portree Isle of Skye
<b>Postcode</b>	IV51 9TX
<b>2.4 Email address</b>	suzy@radioskye.com
<b>2.5 Website address</b>	https://radioskye.com/

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	X	SC158770
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SC046516
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	839112040		
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
	Y		

<b>Details:</b> N/A
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3.6 Project delivery team	
Name	Job title/area of work
Suzy Lee	Station Manager
Hector Cormack	Chair

**SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<p><b>4.1 Project location - Please include postcode.</b></p> <p>Radio Skye, Stormyhill Road, Portree, IV51 9DT</p>
<p><b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b></p> <p>Radio Skye own the building. Highland Council own the land which is leased to Radio Skye</p>

<p><b>4.3 The Project</b></p> <p><b>(a) Please summarise the project, explaining how it will achieve the funds’ themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>In October 2022, Radio Skye were successful in funding a delivery of a one-year pilot project to employ a Cultural Journalist to enhance the news and daytime schedule at Radio Skye. The post was advertised in November and has now been appointed to experienced Radio Broadcaster and Journalist. Radio seeks to extend the pilot project to a two-year project that will allow for a longer period to measure the impact of the pilot and allow the post to be successful in creating new business investment opportunities through the data gathering during the pilot that will give the station listener engagement data that will be used in our media packs and pitches to local business and national media houses.</p> <p>Radio Skye has been developing the pilot with HIE since April 2022 and in August the station underwent a consultation process with Hall Aitkin funded by HIE. HIE is also funding a template for monitoring and measuring the impact of the pilot project using the framework developed by Hall Aitkin and Radio Skye.</p> <p>Our monitoring framework will include indicators like:</p> <ul style="list-style-type: none"> <li>• Number of members of the public engaged</li> <li>• Number of listeners</li> <li>• Number of subscribers to online subscription service</li> <li>• Number of artist/musicians participating</li> </ul>
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- Number of businesses engaged with
- Number of features created
- Number of sessions/hours broadcast
- Number of new advertisers
- Turnover

### **The Cultural Journalist Post**

The Cultural Journalist post will explore new ways of working across a community to gather local voices and experiences and share them in ways that reflect a changing situation. We wish to deliver our programmes to support the creative workforce and businesses in a more remote community. Gathering stories, deliver local news and examples of local arts and creative activity (including Gaelic content) for radio distribution will ensure the experience of these benefits reach directly as many people as possible across Skye and distributed through our radio network contacts to other Scottish communities and through an online portal to a worldwide audience. Linking more flexibly with localities and the artistic and cultural organisations will reflect the voice of people from an economically marginalised community. For the visiting tourist population, we can provide knowledge of the area that will make their visit more enjoyable. This will provide the radio station with original content, to boost listener numbers and advertising and, that can be monetised to sustain services.

The aim of this post is to deliver:

- A more viable and sustainable radio station
- More thriving arts, culture and heritage offer, and
- Stronger understanding of local culture and heritage
- An increase in local investment through advertising and sponsorship

### **The Hyperlocal**

The vision for the station is to be as fully live as possible from 37% to 98% live from 7am until 6.00pm where we can react to local news updates and broadcast news as it happens, harness local opinions and views to give a bigger sense of community and where listeners can get in touch, make requests and feel part of their local radio station.

The project is to pilot a Cultural Journalist post to test how a dedicated role can explore new ways of working across a community to gather local voices and experiences and share them in ways that reflect a changing situation. We wish to deliver our programmes of work to support the creative workforce and businesses in a more remote and isolated community.

Skye has a rich mixture of creative and artistic organisations among creative businesses but also among individuals and within communities. Much of that cultural experience and content is not captured and is not available easily either within Skye or across Scotland. And with the hangover from the COVID-19 pandemic parts of the population and excluded from this creative experience. Radio is an effective way of linking people to these opportunities. Gathering stories and examples of local arts and creative activity for radio distribution will ensure the experience of these benefits reach directly as many people as possible across Skye. And these creative stories can be further distributed through our radio network contacts to other Scottish communities and distributed through an online portal to highlight and share the areas arts, culture and heritage with a worldwide audience. Linking more flexibly with localities and the artistic and cultural organisations in Skye will widen engagement with and reflect the voice of people from an economically marginalised community.

For the visiting tourist population, we can provide additional information about what to see and do, an improved taste of island life as well as useful knowledge of the area that will make their visit

more enjoyable. This will also provide the radio station with original content, to boost listener numbers and advertising and, that can be monetised to sustain its services.

The post holder will travel across the community seeking out the unique and bringing it to a wider audience. We want to do this now as we have identified we need to get out proactively and penetrate the remote communities and more isolated businesses to link them with a wider audience. Without this local texture then larger commercial interests will simply provide content that is not giving these local stories, music, and artistic experiences prominence.

The project is part of a bigger vision for the station to have a full-time employee that will be the daytime cultural journalist and broadcaster. It will offer a new full-time position with the opportunity for role and career development. They will be responsible for gathering, recording, editing news and cultural stories ready for broadcast and will be the face of daytime local radio in Skye. For the community, it will meet their needs as a cultural output. Giving local arts, music and creative businesses more prominence and access to a wider audience will boost their business and reach.

### **Outcomes**

#### **The postholder will achieve the following results:**

- Results (performance indicators) expected linked to a monitoring framework
- Evidence of impact
- Number of organisations engaged with

#### **Long term Outcomes**

- Stronger local cohesion
- Increased audience
- More subscription/Gaelic content
- More thriving cultural, arts and heritage offer

#### **Medium-term outcomes**

- Build more local support
- Increased content/output
- Wider coverage across Skye/Lochalsh and worldwide
- Stronger links and partnerships

#### **Short-term Outcomes**

- More local engagement
- Improved connection to local communities
- More objective reporting of events.

### **(b) How will the project benefit local communities or the local economy**

Skye and Lochalsh is situated within the largest council area in the UK but with Highland being home to some of the most remote communities, it's difficult to access a reliable independent local news source. As news is becoming more centralised, Radio Skye has a unique opportunity to create a station that can deliver the hyper local to its community as it happens. Unlike other news platforms, it can react to stories, support organisations, attend events on the day 7 days a week. With its 24/7 broadcasting capability, we can deliver news, connect people, engage the community every day.

#### **Promoting local**

The extension of the pilot project will give increased time to make valuable connections in the local area, support local organisations, and deliver a service that promotes our local culture. Radio Skye seeks to be the loud speak for the community of Skye and Lochalsh, helping promote local campaigns, local initiatives, charities, businesses, youth projects and increasing pride in our local community.



### **A new full-time job in Skye and Lochalsh**

A longer evaluation period will help sustain a new full-time professional job within an area that is seeking to keep working age people with families employed and living in the community of Skye and Lochalsh. This is the first time Radio Skye has been able to employ another full-time member of staff which has significant community benefits:

- A more viable and sustainable radio station
- Pride in local news and culture
- More thriving arts, culture and heritage offer
- Stronger understanding of local culture and heritage

### **Supporting Young People**

The cultural journalist position will alongside the station manager and youth programmer include a mentorship programme for young and budding journalists in the local area looking for experience in broadcasting and journalism. The role (sustained by the accommodation pod income) will have significant benefits to young people looking to gain new skills. Radio broadcasting and presenting at your local radio station can have huge benefits including boosting confidence, giving skills in public speaking, helping combat social anxiety, improve mental health and making people feel like part of the community. The team will give training and mentoring on broadcasting, presentation, interviewing techniques, news writing, production and editing and best practise for structuring a show. There will be opportunities to do recording off-site with training on interviews and content. The outcomes will be dependent on each individual interests but could include raising awareness of youth issues, mental health awareness, addiction and so forth. Or it could be simply boosting confidence in an individual's passions and interests and helping them realise their potential.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

### **We are Local**

Independent and local news broadcasting is limited in Highland as a whole and more so in Skye and Lochalsh where the only broadcasting company is owned by the BBC therefore there is no independent voice supplying local news stories for the local people. BBC Highland only mentions Skye and Lochalsh at the most once a week in its news or gives more localised stories to Radio nan Gael, only accessible to the Gaelic speaking community. Local people are much more likely to look at unreliable sources of information such as social media for news which does not have the capability to research, question or fully verify stories. Radio Skye is in a unique position to bring local people a service that is professional, engaging, and supportive.

Radio Skye has been praised for its connection to the community and the quality of its broadcasting as a small independent station.

*'Radio Skye is a hyperlocal media channel that speaks to and for the people it serves. Since it started as Cuillin FM in 1995, the station has provided a valuable source of information and entertainment to our isolated communities, reflecting not only the cultural heritage of this part of the Highlands, preserving local culture and traditions, but also the collective voices of its people in both English and Gaelic. The station keeps people connected and has helped to build a sense of community across Skye and Raasay by allowing residents, visitors, local organisations and businesses to collect and share information in an open and informal way. It also promotes economic growth on the islands by providing a showcase for local businesses through adverts and sponsorship opportunities.'* Sara Bain, Director of SEALL – Events organisation based in Skye

As bigger commercial stations across Scotland including MFR based in Inverness (owned by Bauer Media) are becoming less local with the reduction in local broadcaster positions and increased

syndication of shows produced in the central belt, the Highlands is becoming bereft of locally produced news and cultural content and this is a huge opportunity for local radio to step up and fill that gap.

*Radio Skye operates in one of the most geographically deprived areas of Scotland. It efficiently delivers a vital service for hyperlocal news, weather conditions, road closures and accident updates, events, and many other pieces of information happening at local level which, for many of our isolated residents, is not available on mainstream services. Sara Bain cont. – see full letter attached*

**Market Research**

Radio Skye has worked closely with Strathclyde University Post Grad team ‘Marketing Works’ to access what the need is for Radio Skye in terms of its future for programming. Evidence suggests the local community want a radio station that will inform them, entertain them with local culture at its heart and to be the voice for the area. There is wider evidence through national organisation Radiocentre that those who are isolated hugely benefit from local radio especially throughout the daytime.

Radio Skye has conducted two surveys across the communities of Skye and Lochalsh where there is strong support for increased outside broadcasting, local news reporting and coverage of local stories.

In the last year, we have covered more stories and we have seen stronger and increased engagement from the local community, this evidence is shown in the increase of social media engagement and messaging through the studio.

**Award Winning**

In November 2022, Radio Skye received an award at the UK Community Radio Awards in Bedford, a Bronze award for Outside Broadcasting/ Live Events of the Year for the organising and live broadcasting of the Hustings 2022 for the Local Council Elections. These events are a huge part of what we are capable of doing at the station and we strive to do them professionally and make them as engaging as possible, giving a voice to local people and a voice to those who represent us in an approachable and accessible manner. Events like these are widely supported and through the radio was able to offer listen again facilities so that if you missed the live broadcast, you would still have opportunities to access them.

Attached support letters from local businesses, youth initiatives, sports teams, local trusts in support of the cultural journalist position which the pods will sustain.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Cultural Journalist Pilot Project Extension – continuation of year 1	01/01/24

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

Environmental and climate concerns are at the core of Radio Skye's working practices. We recognise the importance of being mindful and responsive in reducing harmful impacts from the way we work.

Radio Skye is committed to:

1. Comply with all relevant environmental legislation.
2. Continually measure the environmental impact of our work.
3. Reducing the harmful impacts of our activities.
4. Providing training and support for the team, freelance workers, presenters and board members - raising awareness of environmental issues and in improving the organisation's performance.

Creating space for critical dialogue, advocacy and solidarity on climate and social justice throughout our programme.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

Equalities - Radio Skye is committed to establishing a culture of equal opportunities and inclusion for all: presenters, audiences, workers, prospective workers, members and directors, and opposes all forms of unlawful or unfair discrimination. We recognise the aim of the Equality Act 2010 is to 'harmonise discrimination law and to strengthen the law to support progress on equality. It replaces and extends the existing equality legislation on race, disability and gender and covers a total of 9 'protected characteristics.

These are:

1. Age
2. Disability
3. Sex
4. Gender Reassignment
5. Marriage or civil partnership
6. Pregnancy and maternity
7. Race
8. Religion or belief
9. Sexual orientation

Every possible step will be taken to ensure that individuals are treated equally and fairly and that decisions on recruitment, selection, development and programming are based solely on objective criteria.

The cultural journalist will be out in the community gathering stories, interviewing and outside broadcasting, which will have a huge benefit for those communities that feel isolated or don't get as much exposure as the bigger more populated areas. From delivering outside broadcasts, seeking out news stories, to creating features, the post will give us flexibility to meet people where they are at. Through our OB van the journalist will be able to live broadcast using on board equipment as well as house portable recording and live broadcasting equipment that can go into venues and locations all over Skye and Lochalsh and further afield.

Radio Skye always seeks to give a voice to those with protected characteristics, those who feel marginalised or isolated.

Radio Skye strives to take an equitable approach to all aspects of the delivery of its radio programme and the development of the organisation. The organisation will endeavour to take account of the complexity of difference, widen access and wherever possible provide an equal experience for audiences.

We recognise that radio broadcasting is a means of communication of cultural knowledge, views and information. We will encourage debate; foster an environment where questions can be asked, and voices heard.

Radio Skye adheres to equal opportunities for staff and audiences. We actively seek professional advice to ensure that we are engaging with equalities in every aspect of our work. When programming we consider the importance of referencing specialists and seeking advice from other radio stations who have expertise with specific target groups. Radio Skye will work with these experts and with the target groups themselves to consider how best to widen accessibility around a project or specific works.

When programming we consider the importance of developing a culturally diverse audience and also work to develop a programme of events and projects that widen access to all individuals i.e. people with disabilities, people with learning difficulties, people from low income households, people from different cultures, ethnic and linguistic backgrounds. The Gaelic language is of particular importance and Radio Skye strives to include the language whenever possible.

Staff will receive equalities training. We see this as critical in enabling Radio Skye to operate as a well-informed organisation, with good understanding of diverse experiences and perspectives, able to stimulate communities.

Environmental and climate concerns are at the core of Radio Skye's working practices. We recognise the importance of being mindful and responsive in reducing harmful impacts from the way we work. We have a policy and Radio Skye is committed to:

1. Comply with all relevant environmental legislation.
2. Continually measure the environmental impact of our work.
3. Reducing the harmful impacts of our activities.
4. Providing training and support for the team, freelance workers, presenters and board members - raising awareness of environmental issues and in improving the organisation's performance.
5. Creating space for critical dialogue, advocacy and solidarity on climate and social justice throughout our programme.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

To sustain the project Radio Skye is seeking to install two accommodation pods in the car park at Radio Skye currently owned by Highland Council. The pods will be available to book by the visiting population all year round with a discount for out of season (November to February) to encourage all year tourism and with the potential to support the community such as availability for local people to book for visiting relatives or off-island key workers and tradespeople. The pod accommodation income will feed directly into the salary of the new Radio Skye Cultural Journalist after the initial pilot programme and allow the station to be fully financially sustainable into the future with a percentage of income going into securing the station manager role and its radio software subscription services and other core costs as well as the possibility to secure another part-time role for a Gaelic speaking journalist and broadcaster that will deliver news and features in Gaelic not just for Radio Skye but could also feed into other community radio stations in Highland and eventually into a new Scottish News Service for community and independent radio that is currently being developed. The income will also support youth initiatives and mentorship programmes at

Radio Skye to develop new skills in radio broadcasting, production, public speaking, editing and increased confidence, self esteem and help combat social anxiety in young people. The station seeks to request the funding to buy two pods at the cost of £11433 ex vat including delivery plus associated groundworks, install and connection to services.

The project means complete sustainability for the station, sustaining the important work we do already, a new full-time employment opportunity for Skye and the work we plan to do in the future such as:

- Bring a National 5 Qualification to High School students and/ or college students
- Sustainable mentorship programme for young people aged 16-24
- Increased local content
- Increased live broadcasting up to 90% for daytime hours
- Potential for a Gaelic Broadcaster delivering news in Gaelic across Highland and feeding into a national news service for community radio
- Increased opportunities to support local events
- Increased connections with youth initiatives
- Increased accommodation options for key-workers/trades people

Pre-planning application feedback has returned positive, and a full planning application is in progress with the expectation to buy pods in early 2023.

Radio Skye has applied for funding for the accommodation pods and is supplying Social Investment Scotland with financials to support a loan application along with other match funding options.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

Radio seeks to champion the local, give people confidence in their place, reflect their culture back at them and give importance to our area.

In line with the Skye and Raasay Futures (SARF) strategy 'What Does a Resilient Skye and Raasay Look Like?'

Radio Skye can be part of creating a resilient Skye and Raasay (and Lochalsh) by connecting directly with the community, championing local causes, shining a light on our culture, broadcasting accurate news stories, caring for local families with its Cram the Van annual Christmas campaign now in its 9<sup>th</sup> year supporting 220 children each year with Christmas Presents and providing meaningful engagement and connection to the community for those who are isolated.

It also fits with strengthening communities' strategies where the unique culture, heritage and identity is celebrated within Highland.

Radio Skye, alongside partners, will contribute to the Culture Strategy for Scotland, 2020. The station has provided a platform for local groups including Light Up Portree Events Group, part of Portree and Braes Community Trust, Broadford and Strath Community Company, Skye and Lochalsh Food Bank, Skye and Lochalsh Citizens Advice Bureau, Skye Youth Development, Skye and Lochalsh Young Carers, and various other community trusts and groups. This post holder could improve understanding and communications around the Portree Harbour campaign.

As outlined earlier it will help build new partnerships and help communities develop and celebrate their own culture. With others such as Highlands and Islands Enterprise we will engage with cultural organisations, such as Fèisean nan Gaidheal (FnaG), to support opportunities for youth and community participation in Gaelic culture related music and drama. FnaG currently works with 45 separate Fèisean organisations, many in our most fragile areas. The Radio station can promote and showcase some of their outputs bringing their work to a local, regional, national, and

international audience. Supporting Gaelic will be part of the remit for this post. Translated Gaelic content will strengthen the language and help contribute to economic and social development in the Highlands and Islands. We can work with and sustain the impact of numerous organisations enabling Gaelic to flourish - from partner agencies such as Comunn na Gàidhlig and An Comunn Gàidhealach, to the University of the Highlands and Islands, Sabhal Mòr Ostaig, Fèisean nan Gàidheal and others giving them a platform to highlight their work and impact.

The post holder can engage with the community guardians of local heritage sites on investment projects to make sure their work is made aware to people. Whether its recording stories describing historical artefacts or looking at how organisations and businesses can bring visitors a more immersive experience. Radio technology can bring our culture to life in new ways and open up new ways for visitors to experience culture and history.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>
<b>If YES, please detail below – provide evidence with the application if granted.</b>	
<b>Type</b>	<b>Applied – Yes/No (include date)</b>
	<b>Granted – Yes/No (include date)</b>

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Staff	Annual Wage Year 2	Revenue	25000
	PAYE, NI and Pension	Revenue	3081
Total capital expenditure			£
Total revenue expenditure			£28081
<b>TOTAL PROJECT COST</b>			<b>£28081</b>
<b>Is VAT included in these costs?</b>			<b>No</b>
<b>Project expenditure before March 2023</b>			<b>£0</b>

<b>5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?</b>
Job description attached

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## **SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO</b> <i>(include date)</i>	<b>Granted YES / NO</b> <i>(include date)</i>	<b>Amount £</b>
Creative Scotland	in progress	awaiting	11400
Isle of Skye estate Agency Sponsorship	Yes	YES	1200
Kinloch Lodge Sponsorship	Yes	Yes	1400
<b>Total match funding</b>			<b>£14000</b>
<b>CRF requested</b>			<b>£14081</b>
<b>Total project cost</b>			<b>£28081</b>

<b>6.2 Will the project involve “in kind” support?</b> <i>This should not form part of the overall budget or counted as confirmed match funding for the project.</i>
<b>NO</b>
<b>Please detail:</b>
<b>6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?</b>
<p>The project will be reliant on the accommodation pod project to install two pods at Radio Skye to sustain the post in the future if planning permission is granted and subject to funding and loan approval. The funding from the Community Regeneration Fund is required to give the station more financial sustainability and job stability for the role in its initial two years. Radio Skye has always operated with one full-time member of staff so to secure two jobs; Radio Skye must find ways to make sure the position is viable. If the funding wasn't granted Radio Skye would need to sustain the role through business investment and although this is the future plan of the position, to increase investment at Radio Skye and the work we do in the community, to fund the initial stage would give the station the best chance of success as it measures the impact of the role.</p>

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

<b>7.1 Will the project generate revenue?</b> <i>Please provide a copy of the budget forecast with the application.</i>

YES see attached budget forecast

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

the Cultural Journalist post will increase the profile of the station and will in turn bring in more advertising opportunities as the station enhances its local content, bringing confidence in what we offer to local businesses. Without the post, Radio Skye is limited to what it can achieve for the local community and as stated above, there is a huge opportunity for local independent broadcasting to step up and fill a gap in local reporting. With the consolidation and centralisation of news reporting across Scotland and the wider UK, Radio Skye has a unique opportunity to be part of the solution so that we as a community can be proud of our culture and heritage.

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

Radio Skye believes there is no disadvantages to local businesses.

**7.3 Have you considered taking out a loan for the project?**

NO

Please state your reasons:

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

HIE

Consultation and Advice

Hall Aitkin

Consultation, Impact Measurement, funding advice

**7.5 Have you previously received public funds for the organisation?**

YES

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
Mast Signal Expansion Project – Highland Council	2022	18500
Ward Discretionary Fund – Cram the Van	2021	500
HIE – Radio Skye Rebrand	2020	6500

**SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***



<b>8.1 Main applicant, chairperson or equivalent</b> – the person signing this application has the authority within the organisation to apply for grant funding		
<b>Signature:</b>	<b>Print: Suzy Lee</b>	<b>Date</b> <b>11/12/2022</b>

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	YES
<b>5</b>	<b>Confirmation of match funding letters</b>	YES
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	YES
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	YES
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>  9075.62 – restricted funding from Organic Sea Harvest Community Fund for spare transmitter equipment and new outside broadcasting equipment 10,000 – restricted fund from Muirhall Energy – one year pilot of Cultural Journalist (10K to follow in Sept 2023) 12,500 – restricted funding from Postcode Lottery Fund - Cultural Journalist one year pilot 500 – Sleatfugees art competition funding to support Ukraine refugees Rest – Station Manager Wage and core costs		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1070	
<b>1.2 Organisation</b>	Broadford and Strath Community Company	
<b>1.3 Project title</b>	Community Coordination and Development	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£48,880
	<b>Match funding</b>	£7,800
	<b>Grant requested</b>	£41,000
<b>1.5 Start date</b>	01 December 2022 or ASAP	
<b>1.6 End date*</b>	31 March 2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	✓
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Jeffrey Geary
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Director / Treasurer
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	jeff@broadfordandstrath.org
<b>2.5 Website address</b>	<a href="http://www.broadfordandstrath.org">www.broadfordandstrath.org</a>

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee	✓	SC246279
Constituted group		
Public body		
Charity		
SCIO		
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>No</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>			
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e., details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

<b>Details:</b>

3.6 Project delivery team	
Name	Job title/area of work
Jeffrey Geary	Director - Treasurer
Neil Hope	Director - Chair
Shirley Grant	Director – Project management
Norma Morrison	Community Coordinator

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Broadford and Strath, Skye. The IV49 post code 
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
No land or property required for this project

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p><b>Summary</b></p> <p>The Broadford and Strath Community Company is an organisation aimed at creating a self-sufficient, inclusive, and eco-friendly community in South Skye. The BSCC area includes the coastal communities of Broadford and Elgol where much of the economy depends on tourists attracted by the outstanding coastal scenery. It also covers a wide area of deprivation which is not recognised by the SIMD indicators but is evidenced by our own local markers.</p> <p>Our level of engagement, just goes up and up as the community, and our partners, are making increasing demands on our resources. As an anchor organisation we have become the 'go to' partner for individuals, the public sector, business and third sector organisations promsupporting an expansion of our future needs. We have made fantastic progress over the last two years, and we have to continue to flourish but we need support to do so. We believe sustainable solutions to the challenges and opportunities could be more effectively realized by expanding our core roles.</p> <p>Our current Community Coordinator is contracted for 3 days per week but for an organisation growing as we are, and the level of needs within our community, it is not sufficient. We aim to increase our current Community Coordinator input from three to five days per week by refocussing our existing coordinator to the post of Community Development Officer and recruiting additional coordination support. The CDO will take on the new strategic challenges whilst the coordinator will tackle the portfolio of community needs. This enhanced resource is essential to deliver all of the following outcomes.</p>

## **Outcomes**

### **Coordination**

Stronger provision of support for the cost of living crisis

- Development and relocation of our community fridge
- Provision and development of direct social food and energy support
- Development of a firewood facility in our community forest
- Using the Growers Hub to expand and instil growing skills and self sufficiency
- Promoting our “Swap and repair events” with the Highland Community Waste Partnership (HCWP)

Slick internal organisation

- All our projects have clear objectives and regular reporting
- Effective internal meetings and communication
- Directors with the appropriate skills and training
- Statutory reporting is up to date
- A strong bridge between the Directors and our team with external agencies

More effective community links and engagement

- A more effective social media presence
- Regular dialogue and reporting with local agencies, organisations and partners
- A wide and inclusive volunteer cohort
- Reporting in local press, social media and via our website

### **Development**

Development into sustainable social enterprises:

- The Mens Shed, creation of a standalone organisation with facilities to match demand
- New Elgol public toilets and campervan waste disposal point
- New Broadford public toilets
- Social Supermarket evolving from the Community Fridge

Community input into infrastructure development

- Former Broadford Toilets re-purposed into a social supermarket with community laundrette facilities
- South Skye Community Campus – sports and social facilities
- Our Strath Leisure new community events space and additional campervan spaces
- Contribution to the redevelopment of the old Hospital alongside public agency partners ensuring community involvement and input
- Developing productive relationships with renewable energy companies and working with the Skye community to ensure a fair and equitable dispersal of any community funding
- A new local path plan connecting missing “links” and in particular ensuring a safe route to our new primary school whilst also developing a 5 year maintenance and development plan

Well-being support

- Sustainability for our Outdoor Learning project for young people
- A strong future for our Mental Health and Wellbeing project, Flourish Together

The existing coordinator is ready to take on the development role from December 1<sup>st</sup> and we have a number of potential coordinators in our volunteer team standing by for interview. A low risk project with a well proven model.

**(b) How will the project benefit local communities or the local economy?**

Investment in development will bring increased opportunities and support for the community and increased direct local economic benefit making Broadford and Strath a desirable place to visit, live and work.

Specifically

- Locally based support for the cost of living crisis
- Support for mental health, wellbeing and education
- Creation of a portfolio of sustainable community social enterprises
- Community input and development of the new South Skye Community Campus
- New and innovative partnership working with public bodies to develop the old Mackinnon Memorial Hospital site whilst ensuring the community is at the heart of any decisions made for the site.
- Additional local facilities
- Creation of jobs and work opportunities

Also having a Community based Organisation that is equipped to be:

- Providing an infrastructure to quickly meet the inevitable new demands as we head towards incredibly hard years
- Responsive and adaptable to local needs
- Able to transcribe successes, learn from and work with other organisations
- A conduit for public and private partners

Broadford and Strath Community Company currently depends on a huge amount of volunteer input however as the workload and demands increase it is essential that there are core staff in place to meet basic demands. This will leave the volunteer directors time to focus on our long term strategy ensuring a strong and robust community company for the long term.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e., letters of support/consultation reports.*

Looking at the 2022 'Have your Say' priorities for Skye and Raasay, we are focussing on People but we also will have an impact on Place, the Economy and the Environment too.

Detailed outcomes for each heading are listed above.

*People*

Top five priorities:

- The cost of living
- Spaces for people
- Activities for young people
- Well-being Support
- Support for Community Organisations

*Place*

Top Three Priorities

- Housing – This is one where our partners are taking the lead.
- Local Amenities
- Visitor Infrastructure

*Economy*

Top Three Priorities

- Help to gain employment
- Growth of key sectors – tourism
- Improve local supply chains

Based in the community our Directors, Project Officers, Employees and Volunteers are engaged daily face to face with the community and are often the first stop when there is help needed or information required.

Our partners and local connections are numerous, and we have weekly contact with all the key players in our area. In addition, we share directors with several of them.

- The Highland Council
- Broadford and Strath Community Council – *See letter of support*
- Lochalsh and Skye Housing Association
- NHS
- Skye and Lochalsh Community Foodbank
- Broadford Village Hall
- Breakish Village Hall
- Broadford Primary Parent Council
- Disabled Ramblers

An excellent and relevant example is our Community Fridge. A food waste project which also provides space for our Foodbank. Our volunteers meet with those in need on a daily basis. We hear their concerns. We can support them, and sign post them to the very support they need whether that is financial or wellbeing support.

We also provide and encourage a link to the agencies that many would not ordinarily engage with. Because we are that friendly interface, because they see our volunteers every day and build relationships with them. We can also provide feedback to our partners. With services threatened with cuts and closures a relatively small investment into our community will go a very long way to supporting those who will be most affected by said cuts.

We attach a copy of the 2022 Foodbank statistics for the number of food bags distributed in Skye. These figures reinforce the evidence of need we have in our Community and our ability to deliver on a very stretched volunteer base. These are statistics are from January 2022 – September 2022 we believe this need will increase over the next few years.

	Total
Am Fasgadh	54
Broadford Fridge	1162
CAB	238
Carbost	137
Dunvegan	52
Facebook	88
Housing	16
NHS	37
St Mary's	44
Social Work	9
Sleat Outreach	89
Uig	62
Waternish	53

Just as examples this week we were invited as an anchor organisation to deliver locally a cost of living support package organised by DTAS and to support an energy initiative with the local CAB.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Consolidate the new organisational structure and formulate development plans for all of our individual projects	March 23
Developing our communication network internally and externally	March 23
Progress the cost of living initiatives	June 23
Planning for future funding and organisation	March 24
Progressing the move to a portfolio of social enterprises	March 24
Providing the appropriate input into infrastructure development either as lead or partner	March 24

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The roles themselves are essentially negligible impact being home based and much within walking distance.

The project will support a number of projects with very positive impacts on the environment and contribute to net zero. Because of our remote location food and material miles are significant both in delivery and waste removal.

- As well as food we want to look at repair workshops, clothes swapping and increase environmental awareness and reduce our transport miles whilst supporting our environmental aims. We will focus on The Highland Community Waste Partnership’s 6 r’s rethink, refuse, reduce, reuse, repair, recycle.
- Increased community growing inspired by our grower’s hub
- Expanded food waste reduction through the community fridge and social supermarket
- Active travel, walking and cycling
- Expansion of a partnership with CAB to provide energy advice to individuals on energy usage, insulation, draft proofing and other measure to reduce usage and costs.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

- Broadford and Strath strives to be an inclusive community and our projects are for all of the community to enjoy. We do our best to ensure that people are treated equally and fairly in all activities and have an equal opportunity to make the most of their lives and talents. BSCC believes that no one should suffer less favourable treatment on the grounds of age, race, class, gender, gender identity, religion / belief, sexuality and disability. Access is a key part
- Through our diversity, inclusion and belonging programme we offer a range of working arrangements. We are tailoring a home based role for our website and social media updates for a specific individual.



**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

Going forward we can start each year by contributing more days funded by our developing social enterprises. Creating self-sustaining and surplus driven projects are a key part of this application. Success breeds success and we anticipate seeing more opportunities to support our community being propelled towards us and to be able to act on these opportunities we need additional support now. The leverage and positive impact of increased core coordination and development has been demonstrated by 100's of our fellow development trusts. Nearly all have a mix of self and external funding for this vital function but with the proportion of external funding decreasing significantly. The project will look at whether 'spinning out' some of our on-going projects could still provide the community benefits to balance our administration load whilst we nurture new ones.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The guiding plan, distilled from a series of local and national strategies would be Skye and Raasay Futures with its emphasis on People and Place.

Regarding its 7 outcomes these roles facilitate these contributions:

- Climate Action: At local level, these roles will support innovation, collaboration and changing behaviour
- Strengthening Communities: These roles have a proven track record of being the most effective way of delivering community capacity and sustainability.
- Diverse and Green Economy: A key role will be the development of a series of sustainable local enterprises. Ensuring that the community benefits from the expanding renewables sector both in community contributing and in working with the businesses to develop local skills.
- Transport infrastructure: The Skye Cycleway is an exciting active travel project for foot and cycle will provide local solutions together with our path network project.
- Health and education: These are areas not easy to monetize and as they support the least well off in our community so our Mental Health Project and Outdoor Learning will need constant support.
- Digital future: We can't do much about this other than being the conduit to pressurise our local MP!
- Organising ourselves: working with over 20 local and national organisations takes expertise, time and diplomacy and is the core reason this role exists.

The Skye and Raasay Investment Plan has five key outcomes, and this project will directly deliver on three of them:

- Sustainable Tourism
- Diverse and Green Economy
- Sustainable Communities

At a higher level this role aligns with the strategic objective of Community Wealth Building.

**4.4 Does the project require planning permission or other statutory regulatory consents?**

**NO**

**If YES, please detail below - provide evidence with the application if granted.**

Type	Applied – Yes/No (include date)	Granted – Yes/No (include date)

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
CDO	3 days/week for 44 weeks Jun23 - Mar24 7.5hrs per day @ £20/hr	Revenue	19800
Coordinator	2 days/week for 70 weeks Dec22 – Mar24 7.5hrs per day @ £20/hr	Revenue	21000
IT	IT equipment	Capital	1000
Office	Office supplies	Revenue	1000
Training	Training	Revenue	1000
Support	Specialist consultant support	Revenue	5000
Total capital expenditure			£1000
Total revenue expenditure			£47800
<b>TOTAL PROJECT COST</b>			<b>£48800</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£6400</b>

<b>5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?</b>

## **SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Broadford and Strath Community Company	YES	YES 17/11/2022	7800

<b>Total match funding</b>			<b>£7800</b>
<b>CRF requested</b>			<b>£41000</b>
<b>Total project cost</b>			<b>£48800</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

Management input by our directors. ~ £10k

Specific project input by our Project Officers ~ £5k

Overhead coverage: insurance/company secretarial/accounts/web, pro rata allocation ~ £2k

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Developing social enterprises that are developed and thriving, does need public funds to get established. If Broadford and Strath had the deprivation status that it should have, we would automatically be entitled to additional public funding support. We know the SIMD does not benefit rural areas and that is now often acknowledged by Highland Council and the Scottish Government. Our local markers tell us that we are deprived, and we know additional support is essential.

Coordination roles are not attractive to private finance. This investment of public funds into our project, a project which is entirely for public good, will provide terrific leverage. Without support, at this point, the project cannot continue in its current form. We need to be preparing for our future, developing additional skills in our community and strengthening BSCC’s role as we head towards some of the hardest years our community will face.

## SECTION 7 – REVENUE GENERATION PROJECTS

To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.

### 7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.

No, only indirectly from the new public toilets, event space, extended campsite and a small amount from our proposed social supermarket / laundrette. As many of our projects as possible are steered to be able to generate sufficient funds and be self-sufficient. Any surplus contributes to our core costs and those projects with a direct social benefit.

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

### 7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?

These roles will work closely with our community organisations and businesses, and we certainly do not have the resources or the desire to duplicate existing services. In most cases we are the last resort. No-one wants to run public toilets as the returns are generally pitiful. The real reward of our efforts lies in providing much needed infrastructure and support which enhances the bottom line of our local businesses by increased footfall and activity.

### 7.3 Have you considered taking out a loan for the project?

Of course, but these roles are not debt funded anywhere in Scotland.

**Please state your reasons:**

The roles would not generate a return in their own right.

### 7.4 Have you had support from other organisations in developing the project?

For example:	Details
Business Gateway	
HIE	Lots of encouragement as they are unable to support us financially and the main point of contact.
Other	

### 7.5 Have you previously received public funds for the organisation?

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
SG: ACF / SCP HC: Comfort /	19-20	103209
SG: ACF / CCF / JPRS HIE: Covid / CTLIF HC: Comfort	20-21	147673
SG: JPRS / HIE: SSCH / HC: Comfort / HCCF / HMHWBF / Nature Restoration / HERO / RTIF / TCIF	21-22	95000

## SECTION 8 – SIGNATURE

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print:</b> <b>Jeffrey Geary</b> <b>Director and Treasurer</b>	<b>Date</b> <b>02/12/2022</b>

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	✓
<b>2</b>	<b>Committee Members or Directors List</b>	✓
<b>3</b>	<b>Permissions – i.e., planning, building warrants, marine licences</b>	n/a
<b>4</b>	<b>Policies – i.e., child protection, health and safety, equal opportunities</b>	✓
<b>5</b>	<b>Confirmation of match funding letters</b>	✓
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	✓
<b>7</b>	<b>Annual financial accounts – latest available</b>	✓
<b>8</b>	<b>Evidence of need and demand i.e., letters of support, community consultation reports, photos</b>	✓
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	✓
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	✓
<b>12</b>	<b>Evidence of control/ownership of asset – i.e., lease, title deeds</b>	n/a
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b> The bank statement shows our current project funds. The figures contain ring fenced balances for 22 specific projects for a range of funders including SG, HC, HIE, NLCF, ComCo, Outdoor Learning, and Sustrans plus match funding to May23.		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1086	
<b>1.2 Organisation</b>	Ionad Thròndairnis	
<b>1.3 Project title</b>	Guthan na Tìre (Voices of the Land)	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£126,751
	<b>Match funding</b>	£44,740
	<b>Grant requested</b>	£82,011
<b>1.5 Start date</b>	01/08/2022 [NB: this is the start date of the overall project. The CRF request is for a discrete additional phase starting 02/01/2023]	
<b>1.6 End date*</b>	08/03/2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	X
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Marion NicAnndrais [Anderson]
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Project Officer
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	marion@trotternish.org
<b>2.5 Website address</b>	<a href="http://www.trotternish.org">www.trotternish.org</a>

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	X	SC473087
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SCO40726
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>YES</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	Not applicable		
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
			X

<b>Details:</b>  Not applicable
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3.6 Project delivery team	
Name	Job title/area of work
Margaret Nicolson	<i>Chair of Ionad Thròndairnis</i> Role on Guthan na Tìre: responsible for overseeing delivery of the project on behalf of the Board of trustees/directors.
Eilidh NicChoinnich	<i>Project Coordinator, Ionad Thròndairnis</i> Role on Guthan na Tìre: locally-based Project Coordinator (see attached job description for details of the role)
Chris Dalgligh	<i>Director of Inherit (partner organisation)</i> Role on Guthan na Tìre: Project Director (see attached partnership agreement for details of the main responsibilities of this role)
Skye McAlpine Walker	<i>Research &amp; Development Officer, Inherit (partner organisation)</i> Role on Guthan na Tìre: Project Officer assisting Dalgligh and NicChoinnich with delivery of the activity programmes detailed in section 4.3d.

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
<p>The project area covers the Trotternish peninsula, Isle of Skye (see attached Project Area map).</p> <p>The area includes the Kilmuir, Uig and Staffin community council areas and parts of the Skeabost and Portree community council areas. It covers multiple postcode zones from Torvaig (IV51 9HU) in the south to Kilmaluag in the north (IV51 9UG).</p>
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Not applicable.

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p><b>About the project</b></p> <p><i>Guthan na Tìre</i> is an exciting new project which brings local residents together to document, sustain and transmit the unique Gaelic cultural heritage of Trotternish. The overall purpose of the project is to safeguard our unique and living heritage, support its creative use and evolution, and use it for the purposes of community development.</p> <p>The project is led by local community trust Ionad Thròndairnis (<a href="http://www.trotternish.org">www.trotternish.org</a>), with the collaboration and support of project partner Inherit, a charity which supports community development through cultural heritage (<a href="http://www.inherit-institute.org">www.inherit-institute.org</a>).</p> <p>Our heritage has emerged over time. It includes our language, a rich seam of music, song, poetry and stories, memories of local places and histories, and knowledge and practices associated with</p>



crofting, land use and the local environment. This living heritage survives within people and – for it to stay alive and continue to evolve – it must be practised, shared and transmitted from generation to generation. Sustaining this heritage is important in its own right and also key to the sustainable development of our communities.

*Guthan na Tire* aligns strongly with the CRF ‘people’ theme and the fund’s objectives for:

- Activities for young people – the project provides opportunities for young people to develop skills, engage in their heritage, and build the confidence to be the next generation of cultural and community leaders;
- Celebration of culture – the project provides local people with the means to document, share and celebrate their culture;
- Community learning – activities are delivered by local volunteers and participants with training and support. Through the project they are acquiring new skills and knowledge from the professionals involved and through peer learning with others in the community;
- Digital inclusion – enhancing digital skills within the community is a priority, as is producing digital outputs which enable people to engage with our cultural heritage in new ways;
- Investment in community organisations – the project is growing the capacity of Ionad Thròndairnis and other community organisations for undertaking community-led cultural heritage activities and using culture as a means of community development;
- Staying socially connected – the project brings people together through group activities and events to share, learn from each other and act collectively to safeguard our cultural heritage and use it for community benefit.

### **What we have done so far**

The first phase of the project started on 01/08/2022 with funding from Bord na Gàidhlig and the Year of Stories 2022 fund. This phase will run until 31/07/2023 and achieve the following:

- Documentation of local culture and heritage

With Portree High School and the Skye & Lochalsh Archives (Highlife Highland) we are training youth volunteers in oral history and digital audio, map-making and archiving skills. We are already working with the first cohort of 12 High School pupils (S3-S6) and will involve further cohorts (aged 14-25) as the project progresses. The youth volunteers will use their new skills to document local culture by engaging with other community members.

The two main aspects of the documentation programme are:

Oral history – the project’s youth volunteers will interview members of the community who are knowledgeable about different aspects of local cultural heritage and places. This will promote inter-generational interaction and engage young people in their culture. It will generate audio material which will be included in the project digital archive and used in the creative programme (see below).

Community mapping – the project is focused on the cultural heritage associated with local places and the land. We will bring people together in groups to create annotated sketch maps capturing knowledge about local places and representing the local landscape as people see and know it. Youth volunteers will turn these into digital maps which will be included the digital archive and used in the creative programme.

- Digital archive

The material collected by the youth volunteers will form a digital archive of oral history recordings, stories, knowledge, and poetry, songs and other cultural expressions relating to local places. We will continue to grow the archive with community input throughout the lifetime of the project and afterwards (see section 4.3f on legacy).

- Fèis na Tìre (Festival of the Land)

The first Fèis na Tìre was delivered in November 2022. This two-day event brought people together to share and celebrate local culture and heritage. 175 participants took part, the vast majority coming from communities within the project area. We plan to make this an annual event, as a focus for celebrating and sharing our heritage, building community confidence and collaboration, and galvanising community action to safeguard our language and culture and use it for development.

Fèis na Tìre 2022 provided us with the opportunity to introduce local residents to *Guthan na Tìre* and, in particular, to the oral history and community mapping activities. It also established that there is a strong desire within local communities for creative activities and cultural events, which we have incorporated in this funding request to CRF.

### **Expanding the project for greater impact with CRF support**

We are seeking CRF support for a discrete second phase of the project which will build upon the activities listed above. This second phase will have three distinct but related activity programmes:

- *documentation* of our cultural heritage;
- *creative use* of our cultural heritage, and;
- *events* which reach out to and include a wider range of participants within the local area.

The ***documentation programme*** includes the activities already being delivered with funding from Bord na Gàidhlig and Year of Stories 2022 (above). We are seeking CRF funding to capitalise on these activities, specifically by developing and delivering a website which will provide online access to project outputs and searchable access to the *Guthan na Tìre* digital archive. The website and digital archive portal will promote our cultural heritage by providing wide and free public access to the material generated through the documentation programme and other aspects of the project.

The ***creative programme*** is a new aspect of *Guthan na Tìre* which is not supported by the existing funding. This programme will enable volunteers and community participants to acquire new skills and provide them with opportunities to collaborate in order to safeguard, promote and creatively explore their culture and heritage. A range of creative activities are proposed in order to reflect the diversity of our heritage, engage volunteers and participants with different interests, and communicate effectively with local and wider audiences by using different media:

Sound & Word – volunteers will create new audio works (e.g. podcasts or ‘soundscapes’) with training and support. They will use material from the *Guthan na Tìre* digital archive, combined with new audio which they record (e.g. sounds of the environment, people working the land, community members performing poetry, song, stories) and other audio resources (e.g. archive recordings from Skye & Lochalsh Archive Centre and Tobar an Dualchais). The resulting audio works will be available on the project website and used in the exhibition.

Photovoice – this is tried-and-tested method of using photography to help people articulate what a place means to them and how they experience it. Participants will photograph places which are associated with aspects of local heritage which have particular meaning for them. In group workshops, they will share their images, discuss why these places matter and

communicate this information by writing and/or audio recording their knowledge and thoughts. The resulting photos, texts and audio will be included in the digital archive and used in other aspects of the creative programme.

Visual arts – participants will create personal responses to material from the project digital archive using drawing, painting, print-making or other practices. With training and support, they will use these media to articulate what the oral history, community mapping and other aspects of the archive mean to them and to express why local places matter from their points of view. The new visual works will be featured on the project website, in the exhibition and/or included in print publications, as appropriate.

Exhibition – with professional support and guidance, volunteers and participants will develop an exhibition which uses material from documentation and creative programmes to tell the story of our communities, places and culture. The exhibition will be mounted in a local venue and, afterwards, it will be available for use in other venues, both locally and further afield.

The **events programme** will promote inclusion in the project and wide engagement with our cultural heritage amongst local residents. In particular, we will deliver 4 one-day community events in different locations around Trotternish. The purpose of these events will be to share work being done through the project and to actively involve additional participants from across the area. We will collaborate with other community organisations, local schools, youth groups, and others in the community to deliver these events.

In order to deliver the website & digital archive portal, the creative programme and the events programme, we require CRF funds to cover:

- Additional staff time and expenses for Ionad Thròndairnis and Inherit to train and support volunteers and to coordinate and manage the activities. The current funding covers the Project director and Project coordinator until 31 July 2023. We are seeking CRF support to cover these staff costs for an additional 8 months and to cover the time of a third member of staff (Project Officer, Inherit) to support delivery of the expanded activity programmes;
- Fees of professional experts to develop the website/archive portal and collaborate on delivery of the creative programme. We will use Skye-based professionals where possible;
- Costs of volunteer training and community activities for the creative and events programmes (volunteer expenses, venue hire, catering, materials and equipment);
- Print, production and materials costs for creative outputs e.g. the exhibition and publications.

## **(b) How will the project benefit local communities or the local economy?**

### **Project Goals**

*Guthan na Tìre* will bring about a step change in the ability of Trotternish communities to safeguard our Gaelic cultural heritage, transmit it to future generations and use it for community development. Specifically, the project seeks to:

1. *\*widen inclusion\** in Gaelic cultural heritage within Trotternish. Some parts of Trotternish and some people have benefitted from investment in culture and heritage, others have not;
2. *\*foster social transmission\** of our cultural heritage. Social interaction is essential to sustaining our heritage and needs greater support;
3. *\*strengthen local capacity\** for safeguarding our heritage. The project will develop the local cultural heritage 'infrastructure' by creating resources and tools, developing skills and growing collaborative relationships;
4. *\*increase coordination\** in cultural heritage activity. Various local organisations are working individually on heritage. We can all benefit from greater collaboration.

## Priority Groups

We aim to include a diverse range of people from across the communities of Trotternish. Our priority groups are:

Children & Young People (aged 5-25) – to sustain our language and cultural heritage, children and young people need to have their interest sparked and they need access to better opportunities to get involved. We are targeting training, volunteering and participation activities towards them.

Older People (65+) need to be supported to transmit their knowledge, memories and skills and to (re)connect socially in the wake of the Covid-19 pandemic. This age group is a priority for inclusion in project activities.

Gaelic Speakers & Learners – Providing opportunities for the community use and transmission of Gaelic language and culture is a core aim of the project. Around 42% of the community speak Gaelic and 58% have some or no Gaelic (Census 2011). We are prioritising the participation of existing Gaelic speakers and providing opportunities for non-speakers to develop their interest in and knowledge of the language. We are bringing Gaelic speakers, learners and non-speakers together in order to broaden the effort to use, promote and learn about the language and culture.

## Geographical Priorities

We recognise that there are existing cultural heritage initiatives in the local area. To avoid duplication of effort and maximise collaboration and impact for mutual benefit, we have segmented the area and will vary our effort according to the existing provision and the need.

We have defined two main levels of activity for *Guthan na Tìre*:

a) Kilmuir, Uig and parts of Skeabost and Portree

We will undertake intensive activity in the Kilmuir and Uig community council areas and in the parts of Skeabost and Portree CC areas falling within the project area. These priority areas will be included in all training and volunteering opportunities and will be the focus for the documentation, creative and events programmes. We will work with and support the aims of local community organisations Urras Chille Mhoire and Uig Community Trust (see attached Letters of Support).

b) Staffin

In comparison with other parts of Trotternish, the Staffin community council area is relatively well served for heritage investment and activity, not least through the efforts of local community trust Urras an Taobh Sear and their Druim nan Linntean ecomuseum project. Given this, we will take a more targeted approach in this area in order to complement existing effort. Project volunteering and training opportunities will be open to people from the Staffin area, we will locate at least one of the community events here, and we will support people and organisations in Staffin to contribute material from their own projects and personal research to the *Guthan na Tìre* digital archive.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

### **Why does the project need to happen now?**

*Guthan na Tìre* needs to happen now because, without action, our language and culture will soon disappear. That would be a loss in itself, and it would be a blow to our ability to come together and take action on the development issues facing our communities.

This initiative is critical for the survival and wellbeing of a community on the edge. It is an extremely well-considered project, conceived by a mature community organisation which has dedicated the last thirteen years to the furtherance of Trotternish's cultural heritage for community benefit.

Our living heritage is inextricably linked with the future of our community, which faces major demographic, geographical, economic and social challenges.

*Guthan na Tìre* is urgent for two main reasons:

1. We have already reached a tipping point in the sustainability of our community.

For us, Gaelic is more than a language; it is a wider heritage of cultural knowledge, memories, practices and skills that lives within people. This heritage is sustained through social interaction and passed down through the generations dynamically, in creative and diverse ways. This heritage cannot be safeguarded without people, and the population statistics are on a continuing downward trend year-on-year.

We need to ensure that our collective cultural knowledge, practices and expressions are passed on. This is a universal need, but there is much greater risk it will not happen here due to the embedded challenges we face.

Trotternish has been classified as a 'fragile area' (HIE), a 'sparsely populated area' (James Hutton Institute), and as being amongst the most deprived 1% of areas in Scotland for access to services (Scottish Government). We have a shrinking and ageing population, too few young people, a lack of economic opportunities, below average income levels, problems with transport and other issues reflecting our geographic location.

Trotternish is arguably the most important place in Scotland when it comes to the future of Gaelic language and culture, outside of the Western Isles. Gaelic remains an everyday language here, but there has been a significant decline. For example, Census figures show that Kilmuir parish had a high proportion of Gaelic speakers in 1991 (73%), but this had fallen by around 30% by 2011. Good levels of Gaelic amongst the youngest (67% of 3-15 year olds) and oldest (57% of those 65+) contrast with much lower levels amongst school leavers and young adults (48% for 16-24 year olds).

The unique way of life of Trotternish – our culture, language, social history and crofting traditions – are fast disappearing, but it is possible to reverse the trend with concerted action. A recent study by UHI concluded that “the social use and transmission of Gaelic is at the point of collapse” but “community-led Gaelic revitalisation” could reverse this ([www.uhi.ac.uk/en/research-enterprise/res-themes/humanities-and-arts/language-sciences-institute/publications/the-gaelic-crisis-in-the-vernacular-community](http://www.uhi.ac.uk/en/research-enterprise/res-themes/humanities-and-arts/language-sciences-institute/publications/the-gaelic-crisis-in-the-vernacular-community)).

We strongly believe that the best way to reinvigorate our language and culture is by animating the community to document it as it is now, breathe new life into it through creative activity, and come together through this collective effort and thereby strengthen our collective capacity to achieve a sustainable future. If we do those things, we will lay solid foundations not just for the future vitality of our language and cultural life but for our future development as communities.

The project is conceived so that the whole exercise is greater than the sum of its parts. All generations will be involved and diverse people will be included. Knowledge transfer and social interaction will be promoted. The community will be re-forged and our heritage and way of life will be safeguarded.

2. Threats to our heritage have been exacerbated by the Covid-19 pandemic.

HIE has concluded that the Highlands & Islands will take longer to recover from Covid than elsewhere because of the greater impacts experienced here to date, the higher proportion of micro-businesses and the dependency on tourism. Skye, in particular, has been severely impacted.

Covid has dealt a major blow to the social interaction upon which our living heritage depends and the opportunities for intergenerational transmission. It has hit older generations – who bear the traditions – hardest. As summarised in the attached letter from Councillor Calum Munro, during the pandemic we experienced the cessation of social interaction and cultural activities. High levels of geographic deprivation mean that isolation has had a severe effect on those 65+. Younger people have suffered too with, for example, “a very negative effect on language acquisition and retention”. Now, more than ever before, a step change in community action is needed to respond to these risks to our language and heritage.

Our long-term strategy for the community’s heritage and development is bold and innovative. Central to this is the planned cultural community centre, Ionad Thròndairnis ([www.trotternish.org](http://www.trotternish.org)). We are well on the way to realising this ambition, with land secured and a full planning application submitted. But while these future plans move forward, there is a critical need for action now to enable local people to permanently sustain our heritage. Put simply, if not now, then when?

### **Support for the project**

This is a community-led project. Ionad Thròndairnis is a local community organisation and most of our trustees are resident in the area. Our approach is that local people should identify the issues affecting them and decide how best to tackle them.

We have consulted widely within the local area in order to identify the needs which the project might address, build collaborations with other organisations, complement their existing and planned activities, and avoid duplication of effort.

We know that the aims and priorities of the project are important to local communities because they have emerged from our consultations with others over time. Since we were established in 2009, we have built up significant knowledge of our community and its needs. The idea for *Guthan na Tire* emerged from consultations with the community about our wider plans to develop the Ionad Thròndairnis cultural centre, including:

- public meetings and drop-in sessions around Trotternish (2009, 2010, 2012, 2014, 2015);
- meetings with local crofters (2014, 2015);
- engagement with participants in Gàidhlig family days (2016, 2017);
- meetings with local councillors and council officials (2014).

Our consultations identified that development of the centre needs to be set within a wider effort to develop the 'ecosystem' for community-led heritage in Trotternish. This means ensuring that more people are included and have opportunities to develop skills in the language, culture and heritage. It means that local organisations working on heritage are better connected and that social opportunities for sharing and transmitting our heritage are increased. *Guthan na Tìre* will bring about a step change and significantly enhance the local heritage ecosystem in these ways.

Following the initial development of the project idea through consultations in 2009-17, we began work on its detailed development and on fundraising in 2018. Due to delays imposed by Covid-19, that process took until 2022, when the project was finally launched.

During this development phase 2018-22, we:

- had further meetings with local councillors and council officials;
- consulted directly with the three other local community trusts – Urras Chille Mhoire (Kilmuir Community Trust), Uig Community Trust and Urras an Taobh Sear (Staffin Community Trust) – through meetings and by sharing drafts of the plans for the project;
- met with local social enterprise Columba 1400;
- met with the head teacher of the Staffin and Kilmuir primary school cluster.

In addition, we:

- met with potential collaborators and supporters including Skye & Lochalsh Archive Centre (Highlife Highland), Tobar an Dualchais and Atlas Arts;
- sought advice from a project advisory group which met several times in 2021 and 2022. The group includes experts from the local community and from further afield: Maoilios Caimbeul (Gaelic poet, novelist, author of children's literature); Professor Hugh Cheape (Sabhal Mòr Ostaig); Mairead MacDonald (former director of Tobar an Dualchais); Megan MacInnes (Applecross Community Company); Anne Martin (Gaelic singer and song teacher); Dr John Purser (crofter, music historian, writer and researcher at Sabhal Mòr Ostaig).

These consultations have informed the development of the project and also resulted in firm commitments of support and collaboration from a number of organisations, as evidenced by the attached Letters of Support from Urras Chille Mhoire, Uig Community Trust, Kilmuir & Staffin primary schools, Skye & Lochalsh Archive Centre, Tobar an Dualchais and Atlas Arts.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
<p><b>Documentation programme</b></p> <p>This programme started in August 2022 with funding from Bord na Gàidhlig for activities 1-3, which will all complete by July 2023. We are seeking CRF support for activity 4, which will capitalise upon the results of activities 1-3.</p>	
<p>1. <i>Digital archive</i> – specification and set-up (content produced through the <i>oral histories</i>, <i>community mapping</i> and <i>creative</i> activities will be added to the archive on an ongoing basis after it is set up in Jan.-March 2023)</p>	31/03/2023
<p>2. <i>Oral histories</i> – training of volunteers and recording of oral history interviews within the community</p>	31/07/2023

3. <i>Community mapping</i> – training of volunteers, community mapping workshops, and creation of digital maps	31/07/2023
4. <i>Website &amp; online archive portal</i> – creation of website giving online access to the digital archive	15/12/2023
<p><b>Creative programme</b></p> <p>This is a new activity programme which is not supported by the current funding. With CRF support, the creative programme will begin in January 2023 and complete by early March 2024.</p>	
5. <i>Sound &amp; Word</i> – training and activities through which volunteers will create new audio works. (resulting audio works to be featured in the exhibition and/or made available online through the website/archive portal, as appropriate)	27/01/2024
6. <i>Photovoice</i> – training and activities through which participants will use photography to capture knowledge about local places and express why they value them (photography and accompanying material to be featured in the exhibition and made available online through the website/archive portal)	27/01/2024
7. <i>Visual arts</i> – training and activities through which participants will create new visual works (outputs to be featured in the exhibition and/or included in print publications and/or made available online through the website/archive portal, as appropriate)	27/01/2024
8. <i>Exhibition</i> – production and launch of community-led exhibition (the exhibition will use material produced through the <i>documentation</i> and <i>creative programmes</i> . It will be mounted in a local venue and launched by early March 2024.)	08/03/2024
<p><b>Events programme</b></p> <p>Following the success of Fèis na Tìre 2022 (supported by Year of Stories funding) we are seeking CRF support to deliver a series of community events between January 2023 and January 2024. These events will be located in different parts of Trotternish in order to include and actively involve a wider range of people in the project activities.</p>	
9. <i>Community outreach</i> – 4 one-day community events	27/01/2024

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The main areas in which it is anticipated that *Guthan na Tìre* might have an environmental impact are:

**Transport**

Trotternish is in the 1% most deprived areas in Scotland for 'geographical deprivation' (SIMD 2020), not least because of the poor public transport provision here, distance from services and the dispersed nature of the population.

This means that staff, volunteers and participants will need to travel by car to attend activities and events. To reduce the potential environmental impacts of an increase in car travel, we will:



- locate project activities and events as close to volunteers and participants as possible, including by running activities and events in multiple locations across Trotternish. For example, the community mapping activities will involve repeating workshops in different locations to serve different townships across the project area. The community outreach events will similarly be located in different locations to reach different communities within the area.
- establish a car share scheme, which will put volunteers and participants in touch with one another to help them reduce car usage by travelling together.

There will also be some non-local travel involving Inherit staff travelling to the project area to deliver training and support activities. To reduce the potential environmental impacts of this:

- Inherit commits to car sharing;
- a blended model has been adopted for project meetings (e.g. meetings between Inherit and Ionad Thròndairnis project staff; project advisory group meetings). Face-to-face meetings will be needed, but will be timed to coincide with other project activities, reducing the number of trips that might otherwise have to be made. Virtual meetings will also be held to reduce the number of trips, or blended meetings (i.e. local participants can meet face-to-face with participants from wider afield joining remotely).

## Nature

*Guthan na Tire* presents opportunities for positive impacts on nature because the project enables people to learn about and value local places, landscapes and the sustainable management of the land and environment. To promote these positive impacts, we will:

- make relationships between people and nature a topic for explicit exploration during project activities (e.g. oral history interviews, community mapping exercises, creative programme activities);
- promote responsible behaviour regarding the environment during project activities (e.g. by promoting the Scottish Outdoor Access Code when undertaking outdoor activities e.g. for the Photovoice element of the creative programme).

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

Ionad Thròndairnis has an Equal Opportunities policy which sets out our commitments to ensure equality of opportunity for staff, volunteers, participants and others (copy attached).

As detailed in section 4.3b above, one of the main aims of *Guthan na Tire* is to widen inclusion in cultural heritage and we have three particular priorities in this regard, which are to provide opportunities for: (1) children, young people and older people; (2) Gaelic speakers and Gaelic learners, and; (3) those experiencing geographical exclusion.

## Children, young people and older people

Age is a protected characteristic and working with children, young people and older people requires a robust approach to safeguarding and consideration of their potential vulnerabilities and needs.

Ionad Thròndairnis has a policy on Child Protection which prioritises the safety and wellbeing of children and provides guidelines on identifying, recording and reporting potential instances of abuse (copy attached). In addition to this, all project staff working with children are required to obtain prior clearance from the Protecting Vulnerable Groups (PVG) scheme and the recruitment

of project volunteers under the age of 18 is being done in partnership with local schools who are well-placed to assess the needs of each child.

### **Gaelic speakers and learners**

Gaelic is a minority language in Scotland and there is a recognised need for action to promote its use and development and to ensure that Gaelic speakers have equal opportunities and are not disadvantaged. The Gaelic Language (Scotland) Act 2005 seeks to secure the status of the Gaelic language as an official language of Scotland, commanding equal respect with the English language. The Highland Council promotes Gaelic through its Gaelic Language Plan 2018-23, including by promoting Gaelic in the community and Gaelic arts, culture and heritage.

Ionad Thròndairnis fully supports these aims. We have a policy on Gaelic (copy attached) which promotes its use in our activities and in the day-to-day life of the communities in our area. *Guthan na Tìre* has been designed to help achieve these aims. A priority for the project is to increase the opportunities for Gaelic speakers and learners to use the language in community settings and to connect the language with wider Gaelic culture.

### **Geographical exclusion**

As outlined elsewhere in this application, Trotternish is amongst the most deprived areas in Scotland when it comes to geographical exclusion, i.e. distance from services and opportunities (including cultural, social and economic opportunities). Within Trotternish, some communities have had greater cultural opportunities than others because successful community action has, in some places, created exciting new opportunities. This success now needs to be replicated and extended to other parts of the area so that everyone has the opportunity to be involved.

As an organisation, Ionad Thròndairnis serves communities across the whole Trotternish peninsula. The *Guthan na Tìre* project likewise aims to bring new opportunities to people across the area and it has a particular focus on increasing opportunities in the places where there have been fewer opportunities to date (see section 4.3b for details).

### **(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The *Guthan na Tìre* project is part of Ionad Thròndairnis' wider strategy for sustaining and promoting the language and culture of our area and for using them in economic and social development which will benefit local people.

We are developing a new cultural community centre in Trotternish, the plans for which are at an advanced stage: land has been acquired; Planning in principle (PIP) was granted in 2019; a full planning application has recently been submitted, and; construction is planned to start in late 2024.

The Centre will build on the area's rich Gaelic heritage, iconic landscape and profound sense of traditional rural community. It will provide a hub in an area where the Gaelic community still exists and thrives, providing a high quality amenity for the local community and critical facilities for the many thousands of annual tourists where none currently exists. Income streams generated by the anticipated footfall will make the Centre self-sustaining, in addition to creating quality employment opportunities in the area.

For the Centre to fulfil its potential as a cultural hub for the community and as a community-owned visitor destination, the development of the physical building needs to go hand-in-hand with the

development of cultural programmes and resources for local residents and of visitor interpretation (e.g. exhibitions, publications, digital applications and media).

As the plans for the Centre itself are realised, *Guthan na Tìre* is animating local communities and including more people in cultural activities; this momentum will be sustained over the longer-term by cultural programmes run through the Centre and which grow from the seeds sown by *Guthan na Tìre*.

*Guthan na Tìre* is also developing a major asset – the digital archive – which will have a significant legacy through the Centre. During the lifetime of the project, the archive will be made available online. Once the Centre is built, it will also be accessible there and it will be curated and expanded over the longer-term by the Centre.

*Guthan na Tìre* is also providing the means for local people to document and creatively respond to their own cultural heritage and to represent local places as they see and know them. This will provide a solid basis of community-led interpretation which will inform how the area, its communities and its cultural heritage are present to visitors through the Centre.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

*Guthan na Tìre* – both in its own right and as a critical component of our wider strategy, including the development of the new Centre – is strongly aligned with plans for Gaelic language and for economic and social development.

The Centre is identified as a priority project in *Skye and Raasay Future (SARF)* and – as outlined in 4.3f above – *Guthan na Tìre* is playing an essential role in the development of cultural programming and visitor interpretation for the Centre.

*Guthan na Tìre* also supports delivery of The Highland Council's and HIE's strategies and plans for Gaelic language. The Highland Council *Gaelic Language Plan 2018-23* promotes use of Gaelic in the community and of Gaelic arts, culture and heritage. HIE's Strengthening Communities Strategy places Gaelic at the heart of the economic and social development of the region. Our language and culture are a development asset and *Guthan na Tìre* is helping to sustain this asset and use it for community benefit.

More generally, *Guthan na Tìre* addresses national priorities including:

Programme for Government:

- Harnessing and maximising the contribution of Scotland's creative workforce to the building of a wellbeing economy;
- Working with creative industries to help ensure we have the skills to build a strong, resilient future;
- Continuing to invest in initiatives with the aim of increasing the numbers of people speaking, using and learning the Gaelic language.

National Gaelic Language Plan 2018-23:

- Initiatives which promote the use of Gaelic by young people;
- Gaelic in new media;
- Gaelic in the arts and creative industries;
- Initiatives which strengthen language richness, relevance and consistency;
- Resources and support for learning;
- Promoting a positive image of Gaelic and raising awareness through Gaelic education at all levels and Gaelic arts;

- Promoting the social, economic and cultural value of Gaelic;
- Positive messages about Gaelic, bilingualism and about diversity and inclusion;
- Use of Gaelic in Island and Rural Communities.

National Plan for Scotland's Islands:

- Invest in our cultural and historic resources, to ensure that islanders are encouraged to engage with, and participate in, arts and culture;
- Support, develop and promote the creative talents of islanders, and ensure that the culture of Scotland's islands has a wide audience both nationally and abroad;
- Support all of Scotland's indigenous languages and dialects in ways that are relevant to the communities where these are spoken.

Scottish Government Cultural Strategy:

- Strengthening culture [Sustaining and nurturing culture to flourish and to evolve as a diverse, positive force in society, across all of Scotland];
- Transforming through culture [Demonstrating that culture is central to Scotland's wellbeing and cultural, social, economic and environmental prosperity];
- Empowering through culture [Celebrating culture as part of every community; essential to our lives and wellbeing].

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>	
<b>Type</b>	<b>Applied – Yes/No (include date)</b>
	<b>Granted – Yes/No (include date)</b>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Salary	Ionad Thròndairnis Project Coordinator (8 months Aug. 2023-March 2024 at 0.6 fte) plus home working costs	Revenue	£15,448
Salary	Inherit Project Director (8 months Aug. 2023-March 2024 at 0.25 fte)	Revenue	£8,119
Salary	Inherit Project Officer (15 months Jan. 2023-March 2024 at 0.25 fte)	Revenue	£6,629
Travel & accommodation	Ionad Thròndairnis Project Coordinator – mileage costs for local travel incurred in project delivery	Revenue	£419
Travel & accommodation	Inherit – travel & accommodation costs incurred in project delivery	Revenue	£5,496
Web development	Development of website with functional digital archive portal	Capital	£22,440

Creative programme - fees	Sound artist to provide training and support for 'Sound & Word' activities and outputs	Revenue	£2,500
Creative programme - fees	Photographer to provide training and support for 'Photovoice' activities and outputs	Revenue	£2,500
Creative programme - fees	Visual artists to provide training and support for 'Visual Arts' activities and outputs	Revenue	£2,500
Creative programme - fees	Graphic designer to work with project staff, volunteers and participants on exhibition design and production	Revenue	£2,500
Creative programme - fees	Translation Gaelic/English for project outputs	Revenue	£1,000
Creative & events programme	Venue Hire for community events and creative workshops	Revenue	£1,280
Creative & events programme	Catering for community events and creative workshops	Revenue	£1,200
Exhibition	Materials and printing	Capital	£7,200
Publication	Print costs of published outputs from creative programme	Capital	£1,500
Volunteer expenses	Reimbursement of volunteer expenses e.g. mileage	Revenue	£1,280
Total capital expenditure			£31,140
Total revenue expenditure			£50,871
<b>TOTAL PROJECT COST</b>			<b>£82,011</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£7,494</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

The basis for the costs is as follows:

*Ionad Thròndairnis and Inherit staff costs* – based on current salary costs with an uplift to reflect the estimated annual inflationary rise in 2023-24.

*Ionad Thròndairnis and Inherit staff expenses (home working and equipment costs, travel and accommodation)* – based on recent (2022) expenditure on these items adjusted to reflect the future activity plan.

*Professional fees (web portal development)* – cost based on quote provided by preferred provider in May 2021 with a 10% uplift to reflect inflation.

*Professional fees (creative programme)* – based on day rates recently (2022) paid to professionals in relevant fields and industry and funder guidance and data on fee levels.

*Venue hire & catering costs* – based on recent (2022) expenditure on these items in the local area.

*Costs of equipment, materials and printing – based on recent (2022) expenditure on similar goods and services and on online research of costs on multiple vendor and service provider websites.*

## **SECTION 6 – MATCH FUNDING**

### **6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Bord na Gàidhlig	Yes (24/02/2021)	Yes (10/03/2021)	£40,000.00
VisitScotland/Museums Galleries Scotland Year of Stories 2022 Community Stories Fund	Yes (18/03/2022)	Yes (29/04/2022)	£4,740.00
<b>Total match funding</b>			<b>£44,740.00</b>
<b>CRF requested</b>			<b>£82,011.00</b>
<b>Total project cost</b>			<b>£126,751.00</b>

### **6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

YES

#### **Please detail:**

Ionad Thròndairnis and Inherit are working with a number of organisations to deliver the project. These collaborators are contributing in kind, as follows:

#### *Skye & Lochalsh Archive Centre (Highlife Highland)*

As detailed in their Letter of Support (attached), SLAC are providing free use of audio recording equipment and contributing 20 person days of staff time to facilitate archive access for volunteers, support oral history training, and support schools activities within the project (total estimated cash equivalent: £7,730).

#### *Atlas Arts*

As detailed in their Letter of Support (attached), Atlas Arts – a Skye-based arts organisation – is providing free use of audio recording equipment and mobile film screening equipment (total estimated cash equivalent: £5,400) as well as free access to their publication studio for printing and binding outputs from the project. They have also committed to contribute to the visual arts aspects of the Guthan na Tìre creative programme.

The project will benefit from a substantial volunteer contribution, including:

*Ionad Thròndairnis Directors* – 560 hours estimated volunteer time overseeing the project on behalf of the Ionad Thròndairnis board and promoting and facilitating project activities.

*Youth Volunteers* – 1,960 hours estimated volunteer time participating in training, undertaking oral history interviews, processing digital materials for the archive, creating digital maps and contributing to the creative programme.

In-kind contributions of staff and volunteer time will also be provided by other organisations including *Kilmuir and Staffin Primary Schools, Kilmuir Community Trust, Uig Community Trust and Tobar an Dualchais* (see attached Letters of Support). And we have recently started to collaborate with *Portree High School* which is facilitating the participation of pupils in project activities.

We expect further volunteer contributions from across the participating communities as the project develops.

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Ionad Thròndairnis is a community trust. Our activities are funded through public sector grant support and donations; we currently have no other means of generating income.

Funding from Bord na Gàidhlig and VisitScotland/Museums Galleries Scotland has allowed the *Guthan na Tìre* project to get off the ground by supporting delivery of the documentation programme between August 2022 and July 2023 and of the first Fèis na Tìre in 2022. This initial activity would not have been possible without public funding support.

Further public funding is needed in order to capitalise on this initial work and realise the full potential of the project by: (a) creating the web portal which will provide wide access to the *Guthan na Tìre* digital archive; (b) delivering a creative programme which will enable local people to celebrate, share and creatively develop their cultural heritage and; (c) deliver events as a means of engaging widely within the local area.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

NO

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

**7.3 Have you considered taking out a loan for the project?**

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**7.5 Have you previously received public funds for the organisation?**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £

## **SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print:</b>  Margaret Nicolson	<b>Date</b>  25/11/2022

<b>8.2 Supporting documents checklist.</b>		<b>YES / NO or Not applicable</b>
<i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	Not applicable
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	YES
<b>5</b>	<b>Confirmation of match funding letters</b>	YES
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	Not applicable
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	YES
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Not applicable
<b>13</b>	<b>Partnership agreement</b>	YES
<b>Reason for missing documentation:</b>  Not applicable		
<b>Declaration what the remaining bank balances are for:</b>		



The Trust is currently in receipt of ring-fenced/restricted funding which is not available for use on the *Guthan na Tìre* project.

While it is the policy of the Trust is to retain sufficient funds to meet the costs of any commitments as well as a contingency to enable it to develop further projects, at this time there are insufficient reserves to pursue additional projects. Covid-19 has severely impacted on funds for this year.

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1088	
<b>1.2 Organisation</b>	Broadford & Strath Community Company	
<b>1.3 Project title</b>	Skye Event Space	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£155,050
	<b>Match funding</b>	<b>£105,050</b>
	<b>Grant requested</b>	£50,000
<b>1.5 Start date</b>	1 <sup>st</sup> February 2023	
<b>1.6 End date*</b>	31 <sup>st</sup> March 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	
<b>Economy</b>	✓
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## SECTION 2: CONTACT DETAILS

2.1 Main contact name	Nicholas Kelly
Contact number	
Alternative contact number	
2.2 Position	Project co-ordinator
2.3 Address	
Postcode	
2.4 Email address	<a href="mailto:nicholas@broadfordandstrath.org">nicholas@broadfordandstrath.org</a>
2.5 Website address	www.broadfordandstrath.org

## SECTION 3: ORGANISATION DETAILS

3.1 Organisation type	Please indicate (x)	Organisation number
Company limited by guarantee	X	SC246279
Constituted group		
Public body		
Charity	X	SC034829
SCIO		
Other (please specify)		

3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
--	-----------

3.3 Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES</b>
---	------------

3.4 If the organisation is VAT registered, please quote number.	<b>250 9033 28</b>
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3.5 Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	Whole	Partial	None
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **Details:**

Broadford and Strath Community Company is part of a VAT group with Strath Leisure Ltd T/A Camping Skye. BSCC will be the funding vehicle however Strath Leisure will develop the project enabling all VAT to be reclaimed. This is a proven model which has approval from HMRC.

3.6 Project delivery team	
Name	Job title/area of work
Nicholas Kelly	Project Co-ordinator
Norma Morrison	Community Co-ordinator
Jeff Geary	Director

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Camping Skye, Pairc nan Craobh, Broadford, Isle of Skye IV49 9AP
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
<p><b>Yes – plans attached</b></p> <p>*We are in the process of buying another piece of land adjacent to Camping Skye however we can start the project without the purchase being completed.</p>

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>We are developing additional amenity land adjacent to our community owned campsite Camping Skye. The development will create invaluable community space suitable for community events such as market days, fayres, concerts and music festivals, alongside desperately needed additional campervan spaces.</p> <p>The new site will be roughly 40m x 40m with a one-way access and exit system. It will be a hard-standing area made of white gravel. The site will home up to 12 campervan spaces, be big enough for market days, fayres, marquees, and a small music festival tent. Please see attached plan submitted to planning. The site that we are using belongs to BSCC currently, but we are in the process of purchasing the adjacent land from HIE. This small area of land will also be used for a very small section of the proposed project (mainly the exit road). HIE are processing the Land transfer and is currently with the Solicitors at present.</p> <p>The project is being managed by a Project Officer, funded by the Scottish Land Fund, and when complete the development will be managed by Camping Skye staff, volunteer Directors and a community fundraising group.</p> <p>This project will include:</p> <ul style="list-style-type: none"> <li>• Purchase of land – funded by the Scottish Land Fund (Completed)</li> <li>• 12 additional campervan spaces</li> <li>• Large event space suitable for a wide range of community events</li> <li>• Capital works to be carried out: <ul style="list-style-type: none"> <li>○ Extensive groundworks completed to a finished gravel surface</li> <li>○ New access road &amp; Exit Road on new land</li> <li>○ Additional signage</li> <li>○ Pathworks</li> <li>○ Tree planting</li> </ul> </li> </ul> <p>Outcomes:</p>

## Economy

The economy of South Skye is fragile and heavily dependent on tourism. We want to keep as many people as we can in our area and this project will help us do that. Camping Skye turned away over 4300 campervans this year and by providing more spaces we can encourage more people to stay in the area benefiting the local economy directly and indirectly.

As well as the campervan spaces the community space offers opportunities for local groups to raise funds. So far this year we have supported 3 groups with fundraising events raising a total of £6000 between them. This is lifeline fundraising for small groups and we want to be able to offer more of these opportunities. This also has a far wider impact on the local community and allows us as a community to become more self-sufficient. Another good example is our Community Gardener. Her post is being funded through fundraising events. We want and need to do more of this.

- Increase in the number of visitors staying in the area
- Increase in the number of visitors supporting local businesses
- Increased employment and volunteering opportunities
- Increased services for visitors
- New community, cultural & commercial events
- Reduction in anti-social camping
- Increased support for our community projects
- Increased community self sufficiency

### **(b) How will the project benefit local communities or the local economy?**

Strath Leisure, the Trading Subsidiary of Broadford and Strath Community Company, opened the community owned campsite Camping Skye in 2018 and the facility has been overwhelmingly successful. Skye itself attracts over 650k visitors per year and anecdotally the majority of visitors in the past head north and bypass the south of the island. The aim of Camping Skye has been to keep folk in the area. We believe we have done this with a campsite with 26 campervan pitches and 20 tent pitches full for the majority of the main season from April till October. However, our current Campsite is not big enough to satisfy the increased demand for campervan spaces. There are no other camping facilities such as ours in the south end of the Island. *It must be noted however that we were impacted by Covid and although we have been open since 2018 two of these years have been far from normal years.*

The benefit from our community owned campsite have been twofold. We encourage people to stay in the area supporting the local community and any profit from Camping Skye is reinvested back into the community after any essential repairs are carried out.

What do we spend our surplus on? We spend it on people, services, assets, core costs and match funding for other development projects. This year, so far, we have paid for, or ring fenced funds, for the following:

- Horticultural Therapist for Flourish Together a mental health and wellbeing gardening project.
- One day of coordination time to provide vital support to the volunteer directors currently managing over 20 projects.
- Funded places for those who need it at our outdoor learning centre Corry Capers. Providing childcare for parents and opportunities for children. *\*Currently 25% of Corry Capers places are funded.*
- Bookkeeping support for the Charity
- Insurance for the Charity – *What was once a £500 year cost through Highland Council insurance has now escalated to over £4K per year.*
- Accountancy and membership fees – *Capital projects are pushing “income” brackets higher which results in audit costs in excess of £10K*
- Electricity costs for our Growers Hub including office, classroom and workshop space
- Asset maintenance including paths, arboretum and bridges
- Supporting the Community Fridge
- Replacing and changing the seating areas in and around the villages from wood to recycled plastic
- Match funding for:
  - o Buying and developing land next to Camping Skye
  - o Nature restoration fund creating biodiversity in the area
  - o Community Gardener
  - o Outdoor kitchen

Without the surplus from Camping Skye we would not have been able to develop as we have.

As referenced in section 4.3 the community will also benefit from a wide range of fundraising opportunities for smaller groups. We also have several letters of support from organisations including Seall and Eden Court Theatre who would like to host events in a central Skye location. These events bring people to the area, boosting the economy whilst providing cultural opportunities that would otherwise be lost to South Skye and Lochalsh.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

From the 8<sup>th</sup> of April 2022 till the 30<sup>th</sup> September 2022 4302, that we know of, campervans were turned away. We recorded every van that came to the door or phoned Camping Skye. We do not have a number of those that couldn't book via our website. Camping Skye keep in touch with all other campsites on Skye to check their availability and they are often also at capacity. 95% of those who tried to book at Camping Skye are then redirected back to the mainland.

Camping Skye hosting community events currently means that we have to close the campsite for at least two days. This is not helpful for the local economy and in fact creates more problems with anti-social parking which is already an issue.

A general purpose space for any overflow will be built to keep any disruption to the running of the site to the minimum. The general purpose space is for those last minute campers who don't want to stay at a site for a week. Event days and weekends will no longer mean having to close off pitches.

Our new events space will also comfortably house a marquee or small scale festival tent or a market day for traders. Recently we had to turn down an Eden Court production due to no suitable facilities in the area. Losing a valuable cultural opportunity for our community.

We also support a Highland wide Waste Project and one of the initiatives is to have a Re-use day once a month in various locations. This multi-use space would host such an event and showcase to the rest of Skye what could be achieved with the right space. Events like these will of course support our aims and bring us closer to a net zero community.

We have letters of support from Seall, Beó, Atlas Arts, and the West Highland College. All these groups have shown great interest and enthusiasm in the proposed plan.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Planning Permission	December 2022
Land Purchased from HIE (extra land)	December 2022
Funding packages (CRF, HIE, Own Funds, Loan)	February 2023
Ground works start	March 2023
Ground works finish	April 2023
Open for business	April 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

The area of land being converted into a gravel hard standing space will reduce the natural regeneration that has occurred over the last 10 years since the site was cleared of forestry plantation. But we plan to plant around 250 trees around the perimeter of the site, create bunds with trees for shelter and a hedge row south of the site as a natural barrier for a walking path. During construction, we plan to salvage as many of the more developed trees as we can. This increase on the site will double the existing number of tree's currently on the area of land. Construction will also try and use the bed rock for the base rather than importing. We would also use local resources for all our materials reducing the miles materials such as gravel needs to travel.

Events Space is also in walking distance with good access paths leading down to village, reducing the needs for vehicle travel.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

The site will be fully accessible for all. The south side of the site will also include a path for safe passage in and off the site but also an access path to our adjacent project the Grower Hub. The site will also have a one-way system for safety and operational purposes. A safe route to Camping Skye will also ensure all are able to access the site and its facilities.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The Skye Event Space will be managed and maintained by our excellent Camping Skye team. The team keep our current site well managed to a very high standard (5 star google and Trip Advisor rating) and daily operations run smoothly. Events will be run by a volunteer fundraising team.

When up and running the Skye Events Space will not need any further funding. It will generate enough income to ensure that current standards are kept whilst also providing an opportunity for community fundraising.

Lasting benefits:

- Increase in Campervan spaces
- Increased access to Music and Cultural Events
- Space for community groups to host fundraising events.
- Increased community support.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

Our project fits perfectly with a number of the Skye and Raasay Future aims:

Climate Action and Resilience

- Hosting climate action events to support the ultimate aim of being a net zero community

Diverse and Green Economy

- Delivering sustainable tourism with improved infrastructure

Strengthening Communities

- Bringing communities together and providing opportunities for cultural events.

At this time of huge challenges for our communities we need to future proof with this multipurpose space. Just today we have been contacted about an opportunity to host a 300 plus person event

which we cannot accommodate. 300 people who would come and stay in our community, investing in our community, providing fundraising opportunities for our community.

As well as the opportunities the event space will provide it also supports the SARF objectives to protect our precious and natural environment. These include:

- Reducing wild camping
- Reducing waste in our countryside
- Reducing the constraints on local parking
- Increase visitors to the south end of the island and away from the Skye “hot spots”

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>		<b>YES</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
Change of use of land to campsite and community events and use as 12 motorhome pitches	YES	Pending

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Land Purchase	HIE land adjacent to Camping Skye	Capital	£25,650
Legal Fees / PO	Layers & Legal fees	Revenue	£5400
Groundworks	Site clearance, and construction	Capital	£109,000
Groundworks	Contingency – land and site	Capital	£10,000
Associated Costs	Signs, benches, bin, fencing,	Capital	£5000
Total capital expenditure			£149,650
Total revenue expenditure			£5400
<b>TOTAL PROJECT COST</b>			<b>£155,050</b>
Is VAT included in these costs?			no
<b>Project expenditure before March 2023</b>			<b>£155,050</b>



**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

A local architect has developed a brief for the required works to take the project from the start to a finished project and this has been submitted to three local contractors for quotations. So far we have secured two quotes and no response from the third.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
Own funds (match funding)	YES	YES	£29,000
HIE	YES		£20,000
Highland Council Community Loan Fund	YES		£25,000
Scottish Land Fund	YES	YES	£31,050
<b>Total match funding</b>			<b>£105,050</b>
<b>CRF requested</b>			<b>£50000</b>
<b>Total project cost</b>			<b>£155,050</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

We have a board of eight volunteer Directors. The Directors have a wide range of skills and give their valuable time freely to support all our projects.

For the development of this project we have had also had a local architect giving us volunteer support with designs, briefs, plans and planning permissions.

Our core staff from BSCC and Camping Skye have also invested time and hours working with the lead Project Officer working on the project.

Very much a community effort.

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Broadford & Strath Community Company was established in 2003 with the aim to create a strong self-sufficient, inclusive and eco-friendly community. To date we have completed over 20 projects and raised close to 2 million pounds

To deliver this particular project we need to take out a loan, something we haven't wanted to do before. Ideally, we wouldn't have to take out this loan as the minute the project is developed, we want to be reinvesting in our community.

Without public funding we would not be able to deliver this project. Camping Skye is a huge support to the community as outlined in 2.3b. However, a large percentage of the surplus raised via Camping Skye for the community is committed to core costs that no funder will fund. We need Camping Skye to be self-sufficient and reduce our reliance on grant funding. This project will take us closer to being self-sufficient and also provide fundraising opportunities for our community.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### **7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**YES**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

South Skye Events Space will generate revenue with any profits being used to maintain the site, if needed, and the surplus being used for community benefit. We are not expecting there to be much further investment needed for the event space over a long number of years but when that time comes this will be dealt with in our Camping Skye maintenance plan funded by the business.

Please see attached our business plan with a forecast of revenue.

### **7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

At the heart of every project is the need to make sure that we are not doing something that is already being done in the area. We need, and want, to work with the Community providing services that are not already here.

Last year Camping Skye brought 19,638 visitors to the south end of Skye. 19,638 visitors that wouldn't have stayed if we didn't have our campsite.

As well as our local community we also work with our wider community and each and every campsite on Skye was contacted before we built the campsite. We also always base our fees on local rates ensuring we are not undercutting local businesses.

On the contrary we will also be supporting local businesses and organisations by keeping visitors in the area. Using their facilities and enjoying our surroundings.

**7.3 Have you considered taking out a loan for the project?**

**YES**

**Please state your reasons:**

We are applying to the Highland Council Community Loan Fund for £24,000 although ideally we this would be grant funding rather than a loan for maximum community benefit.

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	NO
HIE	YES – Help, encouragement and advice
Other	

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
SG: ACF / SCP HC: Comfort /	19-20	103209
SG: ACF / CCF / JPRS HIE: Covid / CTLIF HC: Comfort	20-21	147673
SG: JPRS / HIE: SSCH / HC: Comfort / HCCF / HMHWBF / Nature Restoration / HERO / RTIF / TCIF	21-22	95000

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print:</b> Jeffrey Geary Director and Treasurer	<b>Date:</b> 09-12-22

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	NO
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	NA
<b>5</b>	<b>Confirmation of match funding letters</b>	YES
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	YES
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	NA
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	NA
<b>Reason for missing documentation:</b>  Planning consent pending.		
<b>Declaration what the remaining bank balances are for:</b>  The bank statement shows our current project funds. The figures contain ring fenced balances for 22 specific projects for a range of funders including SG, HC, HIE, NLCF, ComCo, Outdoor Learning, and Sustrans plus match funding to May23.		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1091	
<b>1.2 Organisation</b>	Radio Skye	
<b>1.3 Project title</b>	Radio Skye Accommodation Pods	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£30433
	<b>Match funding</b>	£15433
	<b>Grant requested</b>	£15000
<b>1.5 Start date</b>	01/02/23	
<b>1.6 End date*</b>	01/06/2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	YES
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Suzy Lee
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Station Manager
<b>2.3 Address</b>	Stormyhill Road Portree Isle of Skye
<b>Postcode</b>	IV51 9TX
<b>2.4 Email address</b>	suzy@radioskye.com
<b>2.5 Website address</b>	https://radioskye.com/

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	X	SC158770
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SC046516
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	839112040		
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
	Y		

<b>Details:</b> All prices quoted ex-vat
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3.6 Project delivery team	
Name	Job title/area of work
Suzy Lee	Station Manager
Hector Cormack	Chair

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Radio Skye, Stormyhill Road, Portree, IV51 9DT
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Radio Skye own the building. Highland Council own the land which is leased to Radio Skye

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>Radio Skye is seeking to install two accommodation pods in the car park at Radio Skye currently owned by Highland Council. The pods will be available to book by the visiting population all year round with a discount for out of season (November to February) to encourage all year tourism and with the potential to support the community such as availability for local people to book for visiting relatives or off-island key workers and tradespeople. The pod accommodation income will feed directly into the salary of the new Radio Skye Cultural Journalist after the initial pilot programme and allow the station to be fully financially sustainable into the future with a percentage of income going into securing the station manager role and its radio software subscription services and other core costs as well as the possibility to secure another part-time role for a Gaelic speaking journalist and broadcaster that will deliver news and features in Gaelic not just for Radio Skye but could also feed into other community radio stations in Highland and eventually into a new Scottish News Service for community and independent radio that is currently being developed. The income will also support youth initiatives and mentorship programmes at Radio Skye to develop new skills in radio broadcasting, production, public speaking, editing and increased confidence, self esteem and help combat social anxiety in young people. The station seeks to request the funding to buy two pods at the cost of £11433 ex vat including delivery plus associated groundworks, install and connection to services.</p> <p>Pre-planning application feedback has returned positive, and a full planning application is in progress with the expectation to buy pods in early 2023.</p> <p><b>The Cultural Journalist Post</b></p> <p>The Cultural Journalist post which will benefit from the new income stream will explore new ways of working across a community to gather local voices and experiences and share them in ways that reflect a changing situation. We wish to deliver our programmes to support the creative workforce and businesses in a more remote community. Gathering stories, deliver local news and examples of local arts and creative activity (including Gaelic content) for radio distribution will ensure the experience of these benefits reach directly as many people as possible across Skye and distributed</p>

through our radio network contacts to other Scottish communities and through an online portal to a worldwide audience. Linking more flexibly with localities and the artistic and cultural organisations will reflect the voice of people from an economically marginalised community. For the visiting tourist population, we can provide knowledge of the area that will make their visit more enjoyable. This will provide the radio station with original content, to boost listener numbers and advertising and, that can be monetised to sustain services. The aim of this post is to deliver:

- A more viable and sustainable radio station
- More thriving arts, culture and heritage offer, and
- Stronger understanding of local culture and heritage
- An increase in local investment through advertising and sponsorship

## **The Hyperlocal**

Skye and Lochalsh is situated within the largest council area in the UK but with Highland being home to some of the most remote communities, its difficult to access a reliable independent local news source. As news is becoming more centralised, Radio Skye has a unique opportunity to create a station that can deliver the hyper local to its community as it happens. Unlike other news sources, it can react to stories, support organisations, attend events on the day 7 days a week. With its 24/7 broadcasting capability, we can deliver news, connect people, engage the community every day.

The vision for the station is to be as fully live as possible from 37% to 98% live from 7am until 6.00pm where we can react to news updates and broadcast news as it happens, harness local opinions and views to give a bigger sense of community and where listeners can get in touch, make requests and feel part of their local radio station.

## **Outcomes**

In supporting the station in achieving a new way of creating earned income, it will allow it to be less reliant on grant funding to support technical upgrades, outages, and core costs. The station outgoings for mast rental, electricity and equipment are substantial and up until 2020 has struggled to make enough income from advertising to cover costs and has relied on project funding to make significant upgrades. The station has been successful in upgrading its main mast which has allowed us to install an extension to the signal in both Staffin and Sleat. With these upgrades in place, it is now time to consider how the station can be fully sustainable into the future. The new post of Cultural Journalist will mean an increase in local investment through advertising and sponsorship but won't bring in enough to fully sustain two full-time posts therefore diversifying gives the stations other options for earning money to develop further.

The aim of this project is to help deliver:

- A more viable and sustainable radio station, and
- Stronger understanding of local culture and heritage.

The key priority outcomes are to achieve:

- Stronger local cohesion
- Increased audience share
- More local content (including Gaelic content), and
- More thriving environmental, arts, culture and heritage offer.
- Added benefit of offering short term accommodation for key-workers (pods)



The post sustained by the accommodation pod income will widen the engagement with and reflect the voice of people from an economically marginalised community. A monitoring and evaluation framework has been developed for the Cultural Journalist post. This outlines outcomes, key performance indicators, sources of the monitoring data and assumptions we have made for these outcomes to be achievable. Data collected during the pilot project will allow the station to tailor their advertising and investment opportunities. Learning from this project will influence how community benefits may be maximised through improved local communication and connection across remote and isolated communities.

## **(b) How will the project benefit local communities or the local economy**

### **Key Worker off-season accommodation**

Radio Skye will commit to 3-4 months each year for booking solely for key-workers and health professionals needing accommodation during the winter months at a reduced monthly/weekly or nightly rate with access to extra cooking facilities in the Radio Skye kitchen. It can also offer off-season lower rates for locals looking to book for visiting relatives.

### **Visiting Population**

The local economy will benefit from increased accommodation for visitors in an area where there is still not the accommodation needed for the visitors looking to come here. The accommodation is centrally located with easy access to local restaurants, shops and services who will all benefit from guests who stay there, It will also enhance listener figures with the extra marketing of the Radio Station and therefore could have the knock on effect of increased advertising income.

### **Using local contractors**

The pods will be installed and maintained by local contractors, meaning the majority of the expenditure, just under two thirds stays in the local community. Hire of equipment and machinery will be done locally providing income for local businesses. The pods will include information on local businesses providing visitor attractions, places to eat and visit. The cleaning and changeovers will be done through a local person, providing extra income into the local community.

### **Sustaining a new full-time job in Skye and Lochalsh**

The pods accommodation will sustain a new full-time professional job within an area that is seeking to keep working age people with families employed and living in the community of Skye and Lochalsh. This is the first time Radio Skye has been able to employ another full-time member of staff which has significant community benefits:

- A more viable and sustainable radio station
- Pride in local news and culture
- More thriving arts, culture and heritage offer
- Stronger understanding of local culture and heritage

### **Supporting Young People**

The cultural journalist position will alongside the station manager and youth programmer include a mentorship programme for young and budding journalists in the local area looking for experience in broadcasting and journalism. The role (sustained by the accommodation pod income) will have significant benefits to young people looking to gain new skills. Radio broadcasting and presenting at your local radio station can have huge benefits including boosting confidence, giving skills in public speaking, helping combat social anxiety, improve mental health and making people feel like part of the community. The team will give training and mentoring on broadcasting, presentation, interviewing techniques, news writing, production and editing and best practise for structuring a

show. There will be opportunities to do recording off-site with training on interviews and content. The outcomes will be dependent on each individual interests but could include raising awareness of youth issues, mental health awareness, addiction and so forth. Or it could be simply boosting confidence in an individual's passions and interests and helping them realise their potential.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

### **We are Local**

Independent and local news broadcasting is limited in Highland as a whole and more so in Skye and Lochalsh where the only broadcasting company is owned by the BBC therefore there is no independent voice supplying local news stories for the local people. BBC Highland only mentions Skye and Lochalsh at the most once a week in its news or gives more localised stories to Radio nan Gael, only accessible to the Gaelic speaking community. Local people are much more likely to look at unreliable sources of information such as social media for news which does not have the capability to research, question or fully verify stories. Radio Skye is in a unique position to bring local people a service that is professional, engaging and supportive.

Radio Skye has been praised for its connection to the community and the quality of its broadcasting as a small independent station.

*'Radio Skye is a hyperlocal media channel that speaks to and for the people it serves. Since it started as Cuillin FM in 1995, the station has provided a valuable source of information and entertainment to our isolated communities, reflecting not only the cultural heritage of this part of the Highlands, preserving local culture and traditions, but also the collective voices of its people in both English and Gaelic. The station keeps people connected and has helped to build a sense of community across Skye and Raasay by allowing residents, visitors, local organisations and businesses to collect and share information in an open and informal way. It also promotes economic growth on the islands by providing a showcase for local businesses through adverts and sponsorship opportunities.'* Sara Bain, Director of SEALL – Events organisation based in Skye

As bigger commercial stations across Scotland including MFR based in Inverness (owned by Bauer Media) are becoming less local with the reduction in local broadcaster positions and increased syndication of shows produced in the central belt, the Highlands is becoming bereft of locally produced news and cultural content and this is a huge opportunity for local radio to step up and fill that gap.

*Radio Skye operates in one of the most geographically deprived areas of Scotland. It efficiently delivers a vital service for hyperlocal news, weather conditions, road closures and accident updates, events, and many other pieces of information happening at local level which, for many of our isolated residents, is not available on mainstream services.* Sara Bain cont – see full letter attached

### **Market Research**

Radio Skye has worked closely with StrathClyde University Post Grad team 'Marketing Works' to access what the need is for Radio Skye in terms of its future for programming. Evidence suggests the local community want a radio station that will inform them, entertain them with local culture at its heart and to be the voice for the area. There is wider evidence through national organisation Radiocentre that those who are isolated hugely benefit from local radio especially throughout the daytime.

Radio Skye has conducted two surveys across the communities of Skye and Lochalsh where there is strong support for increased outside broadcasting, local news reporting and coverage of local stories.

In the last year, we have covered more stories and we have seen stronger and increased engagement from the local community, this evidence is shown in the increase of social media engagement and messaging through the studio.

### **Award Winning**

In November 2022, Radio Skye received an award at the UK Community Radio Awards in Bedford, a Bronze award for Outside Broadcasting/ Live Events of the Year for the organising and live broadcasting of the Hustings 2022 for the Local Council Elections. These events are a huge part of what we are capable of doing at the station and we strive to do them professionally and make them as engaging as possible, giving a voice to local people and a voice to those who represent us in an approachable and accessible manner. Events like these are widely supported and through the radio was able to offer listen again facilities so that if you missed the live broadcast, you would still have opportunities to access them.

Attached support letters from local businesses, youth initiatives, sports teams, local trusts in support of the cultural journalist position which the pods will sustain.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

<b>Activity name</b>	<b>Achieve by (date)</b>
Permission to site two accommodation pods on site	20/12/2023
Planning Permission in place	28/02/2023
Loan application	10/01/2023
Purchase of pods	01/03/2023
Groundworks and landscaping	15/04/2023
Pod installation	25/04/2023
Connections to services	25/04/2023
Marketing	15/04/2023
Pods ready for guests	01/05/2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

The project seeks to be in line with government targets to reduce emission and will allow for an environmentally low impact accommodation for visitors and key workers to Skye The project will not incur negative environmental impacts.

Environmental and climate concerns are at the core of Radio Skye’s working practices. We recognise the importance of being mindful and responsive in reducing harmful impacts from the way we work.

Radio Skye is committed to:

1. Comply with all relevant environmental legislation.
2. Continually measure the environmental impact of our work.

3. Reducing the harmful impacts of our activities.
4. Providing training and support for the team, freelance workers, presenters and board members - raising awareness of environmental issues and in improving the organisation's performance.

Creating space for critical dialogue, advocacy and solidarity on climate and social justice throughout our programme.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

Equalities - Radio Skye is committed to establishing a culture of equal opportunities and inclusion for all: presenters, audiences, workers, prospective workers, members and directors, and opposes all forms of unlawful or unfair discrimination. We recognise the aim of the Equality Act 2010 is to 'harmonise discrimination law and to strengthen the law to support progress on equality. It replaces and extends the existing equality legislation on race, disability and gender and covers a total of 9 'protected characteristics'.

These are:

1. Age
2. Disability
3. Sex
4. Gender Reassignment
5. Marriage or civil partnership
6. Pregnancy and maternity
7. Race
8. Religion or belief
9. Sexual orientation

Every possible step will be taken to ensure that individuals are treated equally and fairly and that decisions on recruitment, selection, development and programming are based solely on objective criteria.

The cultural journalist will be out in the community gathering stories, interviewing and outside broadcasting, which will have a huge benefit for those communities that feel isolated or don't get as much exposure as the bigger more populated areas. From delivering outside broadcasts, seeking out news stories, to creating features, the post will give us flexibility to meet people where they are at. Through our OB van the journalist will be able to live broadcast using on board equipment as well as house portable recording and live broadcasting equipment that can go into venues and locations all over Skye and Lochalsh and further afield.

Radio Skye always seeks to give a voice to those with protected characteristics, those who feel marginalised or isolated.

Radio Skye strives to take an equitable approach to all aspects of the delivery of its radio programme and the development of the organisation. The organisation will endeavour to take account of the complexity of difference, widen access and wherever possible provide an equal experience for audiences.

We recognise that radio broadcasting is a means of communication of cultural knowledge, views and information. We will encourage debate; foster an environment where questions can be asked, and voices heard.

Radio Skye adheres to equal opportunities for staff and audiences. We actively seek professional advice to ensure that we are engaging with equalities in every aspect of our work. When programming we consider the importance of referencing specialists and seeking advice from other radio stations who have expertise with specific target groups. Radio Skye will work with these experts and with the target groups themselves to consider how best to widen accessibility around a project or specific works.

When programming we consider the importance of developing a culturally diverse audience and also work to develop a programme of events and projects that widen access to all individuals i.e. people with disabilities, people with learning difficulties, people from low income households, people from different cultures, ethnic and linguistic backgrounds. The Gaelic language is of particular importance and Radio Skye strives to include the language whenever possible.

Staff will receive equalities training. We see this as critical in enabling Radio Skye to operate as a well-informed organisation, with good understanding of diverse experiences and perspectives, able to stimulate communities.

Environmental and climate concerns are at the core of Radio Skye's working practices. We recognise the importance of being mindful and responsive in reducing harmful impacts from the way we work. We have a policy and Radio Skye is committed to:

1. Comply with all relevant environmental legislation.
2. Continually measure the environmental impact of our work.
3. Reducing the harmful impacts of our activities.
4. Providing training and support for the team, freelance workers, presenters and board members - raising awareness of environmental issues and in improving the organisation's performance.
5. Creating space for critical dialogue, advocacy and solidarity on climate and social justice throughout our programme.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The project means complete sustainability for the station, sustaining the important work we do already, a new full-time employment opportunity for Skye and the work we plan to do in the future such as:

- Bring a National 5 Qualification to High School students and/ or college students
- Sustainable mentorship programme for young people aged 16-24
- Increased local content
- Increased live broadcasting up to 90% for daytime hours
- Potential for a Gaelic Broadcaster delivering news in Gaelic across Highland and feeding into a national news service for community radio
- Increased opportunities to support local events
- Increased connections with youth initiatives
- Increased accommodation options for key-workers/trades people

**(g) Please outline how the project fits with other relevant local plans and strategies.**

Radio seeks to champion the local, give people confidence in their place, reflect their culture back at them and give importance to our area.

In line with the Skye and Raasay Futures (SARF) strategy 'What Does a Resilient Skye and Raasay Look Like?'

Radio Skye can be part of creating a resilient Skye and Raasay (and Lochalsh) by connecting directly with the community, championing local causes, shining a light on our culture, broadcasting accurate news stories, caring for local families with its Cram the Van annual Christmas campaign now in its 9<sup>th</sup> year supporting 220 children each year with Christmas Presents and providing meaningful engagement and connection to the community for those who are isolated.

It also fits with strengthening communities' strategies where the unique culture, heritage and identity is celebrated within Highland.

#### Accommodation – SARF

*'Diversification of the Economy – There is a need to diversify the local economy – an example of the impact of the reliance on tourism is the lack of accommodation for contractors. This leads to increased contractor overheads, which means the cost of projects that are reliant of external service providers, are inflated. The lack of affordable accommodation also impacts the ability to retain skills and finance is not retained on the islands.'*

Radio seeks to play its part by offering short term accommodation for key workers and trades people. This will increase if funding was granted which would mean less reliant on more lucrative tourist accommodation income if loan repayments were reduced through part of the project being funded.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES</b>	
<b>If YES, please detail below – provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
Permission to locate two pods on site	YES	awaiting
Planning permission	In progress	awaiting

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Pods	2 x Accommodation Pods 3 x 6m	Capital	11333
	Plumbing including connection to services, sanitary ware, install	Capital	5000
	Ground works and landscaping including 20 tonnes of bottoming materials, pod base and membrane, labour and removal of top soil	Capital	5000

	Electricity installation – 2 double sockets per pod, connection to services, consumer unit	Capital	4000
	SSE Connection upgrade to three phase	Capital	1500
	Internal furniture and electricals (2 x fridge, microwave, heater, kettle, bed, lamps, radio	Capital	1600
	Planning Application Fee	Capital	600
	Joinery – bed and cabinet	Capital	1000
	Manoeuvring pods in position	Capital	400
Total capital expenditure			£30433
Total revenue expenditure			£
<b>TOTAL PROJECT COST</b>			<b>£30433</b>
<b>Is VAT included in these costs?</b>			<b>No</b>
<b>Project expenditure before March 2023</b>			<b>£600</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

We have sought budget quotes for all aspects of the project. Quotes attached

## **SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Social Investment Scotland Third Sector Loan	NO in progress		11433
Postcode Lottery Fund	Yes	awaiting	4000
<b>Total match funding</b>			<b>£15433</b>
<b>CRF requested</b>			<b>£15000</b>
<b>Total project cost</b>			<b>£30433</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

Planning Drawings and planning agent services – Brian MacLeod £800  
Interior and Exterior Painting – Cormack Painters & Decorator £400 per pod  
Graphic, marketing and web presence - £500  
Gardening including new planting - £300  
Total: £2400

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

The public funding is required to limit the amount of loan we will need to complete the project. As it is a project that will generate income, we have been advised by HIE to seek a loan application for some or the majority of the expenditure. In discussions with Social Investment Scotland who have been recommended to us as they support charities to become self-sustaining, they have suggested that if we seek funding elsewhere, they can accept one off payments that will reduce the amount we pay back without any fees. We hope that the Community Regeneration Fund will see that the project is an excellent opportunity for Radio Skye to be self-sufficient and financially stable, maximising the opportunity there is in Skye to increase income for a vital local service. The project will go ahead (subject to permissions) without the funding, but it will take longer for the financial benefit to be seen as it will be subject to higher loan payments. The pod income will go directly into funding the wage of a new full-time member of staff and secure the station’s future.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

YES see attached budget forecast

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

The revenue will fund a new full-time Cultural Journalist post with associated benefits to the community. The station will be less reliant on funding from local and national funding pots, and/or fluctuating advertising income. However, the Cultural Journalist post will in itself increase the profile of the station and will in turn bring in more advertising opportunities as the station enhances its local content, bringing confidence in what we offer to local businesses. Without the post, Radio Skye is limited to what it can achieve for the local community and as stated above, there is a huge opportunity for local independent broadcasting to step up and fill a gap in local reporting. With the consolidation and centralisation of news reporting across Scotland and the wider UK, Radio Skye has a unique opportunity to be part of the solution so that we as a community can be proud of our culture and heritage.

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**



As there is a lack of visitor accommodation and available off-season accommodation for key workers, Radio Skye believes there is no disadvantages to local businesses.

**7.3 Have you considered taking out a loan for the project?**

**YES**

**Please state your reasons:**

This will be part of the project but depending on whether this application is successful, as to how much we apply for.

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**HIE**

Consultation and Advice

**Highland Council**

Discussions with local councillors at the early stages of the project

**Highland Council Planning Dept**

Pre-planning application – received positive response.

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Mast Signal Expansion Project – Highland Council	2022	18500
Ward Discretionary Fund – Cram the Van	2021	500
HIE – Radio Skye Rebrand	2020	6500

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print: Suzy Lee</b>	<b>Date</b> <b>11/12/2022</b>

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	To follow
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	yes
<b>5</b>	<b>Confirmation of match funding letters</b>	n/a
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	YES
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/A
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	
<b>Reason for missing documentation:</b>  Awaiting response from Matt Johnstone – Highland Council Surveyor re permissions.		
<b>Declaration what the remaining bank balances are for:</b>  9075.62 – restricted funding from Organic Sea Harvest Community Fund for spare transmitter equipment and new outside broadcasting equipment 10,000 – restricted fund from Muirhall Energy – one year pilot of Cultural Journalist (10K to follow in Sept 2023) 12,500 – restricted funding from Postcode Lottery Fund - Cultural Journalist one year pilot 500 – Sleatfugees art competition funding to support Ukraine refugees Rest – Station Manager Wage and core costs		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1092	
<b>1.2 Organisation</b>	Staffin Community Trust – Urras an Taobh Sear	
<b>1.3 Project title</b>	Crofters Memorial: Phase II-project development	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£57,495.00
	<b>Match funding</b>	£47,495.00
	<b>Grant requested</b>	£10,000.00
<b>1.5 Start date</b>	9 <sup>th</sup> January 2023	
<b>1.6 End date for Phase II*</b>	31 <sup>st</sup> March 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	X
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Angus Murray
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Project Officer Skye Ecomuseum
<b>2.3 Address</b>	Staffin Community Trust Church of Scotland Building Clachan Staffin Isle of Skye
<b>Postcode</b>	IV51 9JU
<b>2.4 Email address</b>	skyeecomuseum@gmail.com
<b>2.5 Website address</b>	https://skyeecomuseum.com

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	X	SC292073
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SCO49540
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES</b> ✓
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	385 73 6453
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
	✓		

**Details: costs shown do not include VAT as that will be reclaimed in full.**

3.6 Project delivery team	
Name	Job title/area of work
Angus Murray	Ecomuseum Development Officer
Henry Castle	Artistic Consultant
Hector Nicolson	Stone Mason and course trainer
Joanna Jaques	Trust Accountant
Dugald Ross	Board Member on Ecomuseum sub-group
Sine Ghilleasbuig	Board Member on Ecomuseum sub-group

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Kilt Rock, Staffin, Isle of Skye IV51 9JD
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Agreement in place with Highland Council who own the site. Copy of e-mail from Alastair Stewart, Infrastructure, Environment and Economy, attached.

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>This long overdue, ready to start and eagerly anticipated project is to build a memorial to the Crofters Uprisings in north-east Skye. This has been continuously requested by the community, during public consultation exercises and AGMs, since the Staffin Trust was set up in 1993.</p> <p>The project will be part of the Skye Ecomuseum, which was designed specifically to engage and slow-down tourists who traditionally would do the circular route around north Skye as a drive through, with little stops. By adding attractions, such as this, visitors stop within the district and long-term economic benefits are achieved through the hotels, restaurants, craft shops, retail stores and attractions.</p> <p>The exhibit will be open to all, as a public asset, contributing the overall sense of community and Place. The new attraction will add to the general amenities at the Kilt Rock, leaving a lasting legacy and a cultural asset as well as an additional attraction for tourists.</p> <p>The project is over 3 phases: the initial phase of intense research, public consultation and design (see 4.3C) was fully funded and completed pre-Covid. The second (project build, <b>related to this application</b>), will start mid-January and be complete by 31<sup>st</sup> March 2023, linking to the third (education programme) which will also commence in January but continuing as a long-term legacy after the build completion.</p> <p>The project involves the build of a 'blackhouse' ruin at the Kilt Rock, which symbolises the Clearances and the unrest within the crofting townships across much of Skye. Within the ruin will be castings of quern stones (used for making flour) along with interpretation to tell the story of Cpt Fraser removing the querns from individual families, forcing them to use and pay for his private mill. The quern stones were rolled down a steep embankment into a deep loch in the</p>

village of Digg, since known as *Loch Leum nan Bràth* (The Loch of the Jumping Quern Stones), so that they couldn't be retrieved. Interpretation will be in English and Gaelic, with precedence given to the latter.

The infrastructure at the Kilt Rock is currently being improved by Highland Council with a focus on more and better parking. While Council machinery is in place the site for the 'blackhouse' will be prepared with hard-core and footpath access. Charlie Elder will then form a concrete foundation on which to build, with sufficient width to create a cemented footpath around the exhibit. A block wall will initially be built, by Donald J MacLeod, to give structure and strength to the building, which will ultimately be hidden behind stone. The stone-built outer walls will be undertaken by Hector Nicolson (Sconser) who will run free training courses in drystone construction at the same time. Finally, a skim of concrete will impregnate the inner wall creating a bed for the castings of the quern stones. The bulk of the building stone will be extracted from one nearby source (of another ruined house in the village of Bhaltois where the focus of the agitation happened), along with 'symbolic' stone taken from the 22 crofting townships that made up the district of Staffin at the time of the crofter's uprisings.

Henry Castle (artist) will oversee the artistic finishings which will see castings of quern stones set into concrete on the inner walls of the 'black-house' as permanent fixtures [BLACK HOUSE PROPOSAL \(4\).pdf](#)

The interpretation panels (Gaelic and English) will be prepared by Angus Murray, Skye Ecomuseum Project Officer along with Dugald Ross and Sine Ghilleasbuig (sub-group of the Trust Board engaged with this project). Manufacture of the panels will be through Lateral North [Lateral North](#)

The project has been carefully developed, over a period of time, and all risks have been considered. The builders and artist are confident their work can go ahead and on budget. All work has been re-costed over the last few weeks, due to increases in building materials, and the budget is still robust, with 10% contingency. The single factor that cannot be controlled is the weather, with the only potential delay being to the concrete base. However, the contractor is confident, as the material will arrive as a ready-mix, that the work can proceed and as it's a relatively small plinth and can be covered if necessary.

Permission has been received from Highland Council to build on the site and Planning Permission has also been achieved. The construction will continue to be overseen and maintained as necessary by the Staffin Trust through the Skye Eco- Museum project. As it's essentially a capital build, rather than purely a revenue project there is no need for an exit strategy.

## **(b) How will the project benefit local communities or the local economy?**

This project is an enhancement to the range of local sites opened by the Skye Eco- Museum whilst also an addition to the attraction of the waterfall offered at the Kilt Rock The site is Council owned, and currently being upgraded with improvements to access and parking.

Delivery of the project will give the community a stronger sense of identity and confidence as it deals with a particularly challenging period in local history, allowing for expression through the interpretation and commissioning of new artistic work such as poetry, music and song, while also instigating a new period of education on the subject, particularly through the primary schools.

The project is designed to bring the community together, with stone to build the memorial, selected from across the 22 townships, reflecting the sense of togetherness that existed when the crofter's uprisings were at their peak. There is also an in-kind contribution from the community to help gather the stone, oversee the construction, prepare the interpretation and engage with the official opening. As part of the build the stone-mason will run courses on traditional dry-stone walling which is open to any who wish to engage.

This additional site within the Skye Eco- Museum portfolio strengthens what was the UK's first Ecomuseum and brings in-direct economic benefit to the district as more tourists are attracted and encouraged to spend time (and money) in the area.

It also strengthens the community's awareness of our history evoking a sense of confidence and pride, in that this period of agitation was fundamental in helping to shape the future of crofting throughout Skye and further afield. It was also a battle won, as the agitation across the crofting communities resulted in the formation of the Napier Commission and eventually crofting as we know it today.

Although coming from the community of Staffin, this is essentially a project for Skye and will give a much more comprehensive history on the subject compared to what is currently available anywhere on the Island.

**(c) What need or opportunity will the project address? How do you know there is local support for the project? Please provide evidence of community support with the application i.e. letters of support/consultation reports.**

The project will address the communities need to express their sense of togetherness and, after many years of deliberation, to finally see tangible evidence on-site of people's sense of Place, when many other communities throughout the Highlands & Islands have already recorded their history, in relation to this period.

It is also one aspect of Skye's history that is missing within the overall story of the Eco- Museum, a fact that should be addressed, as it is of huge importance to these communities and the countless overseas visitors that seek the wider history of The Highland Clearances.

Reference to the project (after public consultation) to be found in the following;

**2010 – Snaimh sa bhasailt – the Knot in the Basalt.** Extract from **A study on the need for a memorial to the Crofter's Uprisings in Staffin:** *We already live in a dynamic landscape. Not only that, but a monument would sit well within the philosophy of Ceumannan, Skye's ecomuseum. It is in the people, through stewardship of their land, that we find the 'knot in the basalt', where place-names, proverbs, prayers and patronymics are folded together with ruins and rigs, stories and songs, geology and geography. An iconic thought-provoking monument for Staffin would of course bring cultural and economic benefits. It would educate and inspire, drawing visitors from all over the world. Most of all, it would deepen our pride in our identity. And that is the most important factor of all.*

**2013** Staffin Community Development Plan Version 2 (selected from a wider range of projects)

Storr Project	Staffin Trust		
Crofters Memorial	Staffin Trust		
Lealt Quarry	Staffin Trust		
Ceumannan	Staffin Trust	March 2014	Community Spaces £147,262 CNAG £10,000
Housing Survey	Staffin Trust	March 2012	Highland Council, Royal Incorporation of Architects

**2017** ATLAS Arts is working with the Staffin Community Trust (Urras an Taobh Sear) to produce a series of pilot commissions with a view to creating a contemporary memorial to acknowledge the nineteenth-century crofters' land struggle in the Staffin area. A central aim of the commissions is for the artists to contribute to the awareness and understanding of the local community of the potentially positive impacts and benefits of a commissioned public artwork/contemporary memorial. We invited applications from artists interested in researching and developing a contemporary memorial and in particular, artists that would demonstrate imagination and sensitivity in challenging perceptions of what a contemporary memorial to a historical event can be. Two artists were selected, sculptor, Henry Castle and design collective, Lateral North. Research and development will underpin this project. Critically, 'go see' visits and meetings with creative practitioners will help to shape and inform Staffin Community Trust /the Steering Group's approach to devising a brief and will help to illuminate different approaches to site within contemporary art practice in the public realm. [Contemporary Memorial: Staffin Community Trust | ATLAS English \(atlasarts.org.uk\)](http://atlasarts.org.uk)

**2020** Community Consultation notes from Henry Castle (copy attached).

**2020** Result of the community consultation and research period; [BLACK HOUSE PROPOSAL \(4\).pdf](#)

**2021** Letter of support from the Aros Centre in Portree (copy attached).

**2021** Letter of support ATLAS Arts (copy attached).

**2021** Letter of support from Roddy Murray, Head of Visual Arts and Literature, An Lanntair (copy attached).

**2021** Letter of support from Sara Bain Communications Manager SEALL arts (copy attached)



**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Clearance/preparation/hard-core Highland Council (under-way)	17/12/22
Materials moved to site (stone from the 22 villages in Staffin)	14/01/23
Construction of concrete base	14/01/23
'Black-house' Construction underway	21/01/23
Training courses	21/01/23
Installation of quern stones/artistic outcomes	04/03/23
Installation of Interpretation panels	25/03/23

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

Careful consideration has been given to the environmental impact through the following actions;

- By working in 'partnership' with The Highland Council, who are helping with the formation of the hard-core base (as they are currently on-site improving the general car parking) the need for a secondary development period is illuminated, and resources are pulled to benefit both projects.
- A concrete base, 1m wider than the build, will cover the immediate site to stop erosion and degradation caused by high numbers of people walking on the site.
- The base will also stop pooling of water and over the long-term will reduce maintenance and the need to bring in further hard-core.
- The stone used for the main construction is being sourced locally so that the amount of imported material is kept to a minimum.
- The castings of the quern stones will be undertaken at a local site (less than 1 mile away) at, Rubha nan Bràithrean, where these stones were traditionally extracted. Again, this removes the need for materials to be brought great distances.
- All of the above reduce the carbon footprint of the project.

There will be no depletion of local, natural or water resources, as a result of the project.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

This project will be in a public area, owned by The Highland Council, and accessible to everyone. No-one will be excluded from visiting the site and the access from the main car-park will be suitable for wheelchair users and any others with disabilities. There will be a tactile change in the concrete at the entrance point to the black-house to aid those with impaired vision.

The project does have a 'life' beyond the construction phase, particularly through work in the schools. This opportunity will be offered to all schools across Skye but there will be a strong focus of working with Gaelic-medium units. Also, there will be a phase of engagement with artists who are involved in music, writing, poetry and singing as the project moves towards an 'official opening' and beyond. Any outcomes from that will be made available to everyone through the Skye- Ecomuseum website.

The Trust also works with *Skye For All* who aim is to reveal many places on Skye that people who are less mobile, not very fit or disabled can enjoy [Welcome to Skye For All - Skye For All](#) as well as *Sight Action* who have advised previously on the Eco-museum interpretational panels and will do so again for the Crofters Memorial, [Inverness \(sightaction.org.uk\)](http://Inverness.sightaction.org.uk)



**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

Going forward, the project will be maintained by Staffin Community Trust as part of the Skye- Ecomuseum (Phase III currently being developed). To reduce any maintenance costs and with consideration to Health & Safety, the structure of the ruined black-house is deliberately kept low, with all the stone embedded into concrete to create a safe and stable structure. A concrete plinth is being laid which will be 1m wider than the ruin (walk-way) to make the facility accessible and reduce any erosion within or around the exhibit. All these steps ensure that this is a value for money project that will not require constant repair and maintenance

The interpretation panels will be of high quality, designed to withstand the inclement weather, given the location and exposure at the Kilt Rock. The exhibit will be added to the Skye- Ecomuseum website, with much more information being available, on the wider subject, for those who wish to engage further.

The structure will be a permanent reminder to local people and visitors on a specific period in our history, particularly the mid to late 1800s, leading to the formation of the land reform laws and structures which helped shape the crofting landscape of today.

The project will also leave a legacy in new writing, poetry and songs (after completion of the build) engaging artist and schools in a programme of learning and understanding of what has happened in our history but more importantly opening up discussion on the lessons learnt so that history does not repeat itself.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

1. *Skye and Raasay Future (SARF) is a shared statement of the values, ambition, and priorities for partners to work together to improve outcomes for everyone across the area. To help address the needs of current and future communities it proposes a re-energised relationship between public service partners and community representatives, and a dynamic, coordinated approach to delivery.*

This project, delivered through the Staffin Trust and representing a specific community need, shows co-ordinated, partnership working (with the Council and other funding bodies) to improve the tourism infrastructure of Skye, while also bringing to the fore the history of the community that make up the district of Staffin.

2. *The Highland Council Gaelic Plan will have a strong focus on the following specific action areas: • Early Years, Young People and Families, particularly in Education • Early Learning and Childcare, and Communities • Arts, Culture and Heritage, and Economy • The Workplace, playing a significant role, providing and enhancing opportunities in relation to developing Gaelic awareness and usage, taking cognisance of the current evolution of new technologies.*

Through the interpretation of the wider story, there will be a preference given to the Gaelic language, reflecting the community's commitment to the language and it's culture. The project will engage with Early Years, Young People, Families through direct engagement with schools and other groups. The memorial will also bring awareness to visitors/tourists from across the world that there is still a strong Gaelic speaking community in the north-east of Skye.

3. **West Plan. Extract from The Highland Council West Highlands & Islands Local Development Plan:**  
*Placemaking Priorities –*  
*Protect the traditional crofting landscape and special qualities of the village and Trotternish National Scenic Area (NSA), through securing high standards of siting and design.*  
**Support and promote the "Eco-museum" tourism and educational initiative**

The project, which is strongly linked to crofting, is being built on an area of ground out-with crofting tenure but adds a significant contribution to the overall story of Skye, as being told through the sites and locations opened-up and developed through the Eco- Museum. In addition, the project develops a new strand of art activities, while also bringing educational activities to the schools and instructs visitors on our culture and heritage as part of the enhancement of a Highland Council owned site.

The following are not local strategies or plans but all make reference to communities, people, place, rurality and local delivery:

4. *The Scottish Government's economic and policy frameworks provide a clear vision and set of actions which collectively ensure that sustainable and inclusive economic growth is achieved in all parts of Scotland. Our three priorities are to: grow successful, productive and resilient businesses; create the conditions for growth; and build strong, capable and resourceful communities. These will deliver outcomes which strongly chime with Scottish Government's frameworks and with the strategic priorities set out by both the Convention of the Highlands and Islands (CoHI) and current growth deal plans. Success will require: • stronger alignment and partnership – **working in local**, regional and national partnership is fundamental to our approach and is essential to strengthen impact; • **rural leadership – delivering direction, support and advocacy as appropriate; and • a people and place-based approach** – playing to our strengths at a regional and local level and tailoring support to meet our area's needs and drawing on the talent and potential of all our people.*

The overall activities of the Staffin Trust reflect the aspirations of the Scottish Government to see delivery at a local level through rural leadership and a people and place-based approach. The Crofters Memorial, adding to the nationally recognised Skye Ecomuseum is a further step in the development of quality infrastructure that reflects the aspirations of the community while also delivering a further attraction within Skye's tourism portfolio.

5. **Strategic Tourism Infrastructure Development Plan: (STIDP)** purpose is to provide medium-long term tourism infrastructure solutions over the next two to five years, and aims to complement the **Visitor Management Plan**, which includes smaller scale and shorter-term project objectives. While some projects are expected to be delivered by the Council, the plan also includes a number of projects likely to be taken forward by partner agencies, non-government organisations (NGOs) or communities.

This current plan looks towards smaller scale projects delivered (amongst others) by communities such as Staffin. The memorial to the Crofter's Uprisings fits perfectly with these, as it compliments a Council owned facility, that currently lacks interpretation and infrastructure, beyond the essential car-parking, currently being upgraded. The STIDP is partly funded and supported by Visit Scotland Economy & Infrastructure team.

6. **Visit Scotland, Scotland Outlook 2030, Mission Statement and Commitments:** *Together we will grow the value and positively enhance the benefits of tourism across Scotland by delivering the very best for our visitors, our businesses, our people, our communities and our environment. We will ensure places across Scotland can develop and manage tourism effectively and responsibly. We will actively engage local communities as valued stakeholders in tourism development and delivery. We will enable the whole of Scotland and more sectors of the economy to benefit from tourism demand, by taking a strategic approach to developing the right products in the right places. We will nurture Scotland's tourism assets to deliver high quality, memorable experiences that benefit visitors and the places they visit.*

Visit Scotland look towards the future development of Scotland's tourism as a world-class product, recognising the roll of everyone, who has a common interest in delivering their aspirations. This includes engagement with communities to deliver 'the right products in the right places'. It is fitting that Skye and specifically Staffin in this instance is able to commemorate its past while also sharing our history with the increasing numbers of visitors that frequent iconic destinations such as the Kilt Rock.

7. **2021 Letter of support from An Lanntair, Stornoway** in relation to how the proposal sits in the wider context of other Crofter Uprising memorials (copy attached).

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
	Yes 02/08/2021	Yes 20/10/2021
<a href="https://wam.highland.gov.uk/wam/applicationDetails.do?activeTab=summary&amp;keyVal=QX7Z4OIH8A00">https://wam.highland.gov.uk/wam/applicationDetails.do?activeTab=summary&amp;keyVal=QX7Z4OIH8A00</a>		

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Site Works	Construction materials: quote from Staffin Groundworks	Capital	£ 6,832.00
Site Works	Concrete base: quote from Charlie Elder	Capital	£ 2,650.00
Site Works	Delivery of stone: quote from Staffin Groundworks	Capital	£ 1,480.00
Site Works	Stone Mason: quote from Hector Nicolson	Capital	£ 6,600.00
Site Works	Artistic input: quote from Henry Castle	Capital	£ 3,600.00
Site Works	Artistic input: Querns from Foundry	Capital	£ 7,383.00
Commissions	Artistic awards: no quotes, fixed fees	Revenue	£ 3,000.00
Interpretation	Bi-lingual Signage: quote from Lateral North	Capital	£13,950.00
Site Works	Concrete skim to internal walls: quote based on 15m3 delivered	Capital	£ 3,528.00
Siteworks	Blockwork: quote from DJ Macleod	Capital	£2,500.00
Contingency		Capital	£ 5,972.00
		Capital	£54,495
		Revenue	£3000
		<b>TOTAL</b>	<b>£57,495</b>
<b>Total capital expenditure</b>			<b>£54,495.00</b>
<b>Total revenue expenditure</b>			<b>£ 3,000.00</b>
<b>TOTAL PROJECT COST</b>			<b>£57,495.00</b>
<b>Is VAT included in these costs?</b>			<b>No</b>
<b>Project expenditure before March 2023</b>			<b>£57,495.00</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Recent quotes are attached for all aspects of the build. There is no quote for the ground-work undertaken by Highland Council (as part of the restructuring of the area) to prepare the site but the estimated value came from Staffin Groundworks. Art commissions are for specific amounts to be awarded and therefore no quotes are available.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
North Skye Estate (Scottish Ministers)	Yes	Yes 05/09/22	£20,000.00
Henry Moore Foundation	Yes	No, waiting	£17,000.00
Staffin Community Trust (Donation)	Yes	Yes	£895
Urras an Eilein	Yes	Yes 22/09/22	£ 3,600.00
Bord na Gàidhlig 21/11	Yes	Yes 23/11/22	£ 6,000.00
<b>Total match funding</b>			<b>£47,495.00</b>
<b>CRF requested</b>			<b>£10,000.00</b>
<b>Total project cost</b>			<b>£57,495.00</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

YES, there is £11,140 of in-kind support given as follows;

The Trust Board is made up of volunteers who are actively engaged in the project and will contribute research and development time to the project. Specifically, Dugald Ross (Eilishader Museum) and Sine Ghilleasbuig will engage with the interpretation. Ian MacDonald, who has his own contracting firm and is a Board member will advise and oversee the construction process.

For the duration of the project the SCT directors involved will attend 4 meetings over the length of the project. 4 meetings, 0.2 days, 3 SCT directors @£350 per day  
 Practical support: 6 days x @£350 per day = £2100  
 Meetings: 0.8 days x3 trust directors x @£350 per day = £840  
 SCT in-kind support : **£2940**

Highland Council have agreed to undertake those works to prepare a suitable site for the Crofters Memorial Project – this will involve site clearance, earthworks (removal of unsuitable material and provision of suitable with suitable fill & compacted) and earthworks associated with footpath link to carpark.

This has been given an agreed figure of **£8,200** that has been submitted along with this application in an email from Gordon Macdonald who is managing the ongoing development of Kilt Rock by Highland Council  
**£ 8,200.00**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

The Staffin Trust is a voluntary organisation and relies entirely on grants to undertake all projects. There is no revenue source available to the Trust to sustain core costs and so its reliant on support from Highlands & Islands Enterprise for contributions towards wages, office costs and general overheads. Some overheads are supported through projects but on this occasion, there is no request made to support the revenue costs of the Trust.

This project will not move forward without public funding.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

**7.3 Have you considered taking out a loan for the project?**

**Please state your reasons:**

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	
HIE	
Other	

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
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## **SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
<b>Signature:</b>	<b>Print:</b> Angus Murray	<b>Date</b> 25/11/2022

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	√
<b>2</b>	<b>Committee Members or Directors List</b>	√
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	√
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	√
<b>5</b>	<b>Confirmation of match funding letters</b>	√
<b>6</b>	<b>Bank statement – latest available</b> * <i>please provide a statement below declaring what the remaining bank balances are for.</i>	√
<b>7</b>	<b>Annual financial accounts – latest available</b>	√
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	√
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	n/a
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		

All funding in the Trust bank and accounts are allocated to specific projects which the Trust is currently undertaking. These include completion of affordable homes/health centre and business units, Staffin Harbour project, further development of the Skye Ecomuseum including proposals for recreational cycling trails, path maintenance, and local interpretation projects.

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)





# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
 Supporting documentation must be submitted with the application (see section 8.2).  
 Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1094	
<b>1.2 Organisation</b>	Skye Connect on behalf of the Skye Iconic Sites Partnership	
<b>1.3 Project title</b>	Quiraing Loop Path Reinforcement	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£150,000.00
	<b>Match funding</b>	£60,000.00
	<b>Grant requested</b>	£90,000.00
<b>1.5 Start date</b>	1 <sup>st</sup> March 2023	
<b>1.6 End date*</b>	31 <sup>st</sup> March 2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	The project could span all four themes, but primarily seeks to protect and preserve the environment and landscape on the Trotternish peninsula, a key visitor destination / natural economic asset for Skye.

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES - I can confirm I have read and understood the privacy notice</b>



## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Alistair Danter	
<b>Contact number</b>		
<b>Alternative contact number</b>		
<b>2.2 Position</b>	Project Manager	
<b>2.3 Address</b>	Skye Connect (Registered) Unit 3 Broom Pl. Portree Isle of Skye	SkyeConnect (office) Nuig Ho, 3 Edinbane By Portree Isle of Skye
<b>Postcode</b>	IV51 9H	IV51 9PR
<b>2.4 Email address</b>	alistair@skye-connect.com	
<b>2.5 Website address</b>	www.skye-connect.com	

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	SkYeConnect CIC	401007
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>		
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>YES</b> This is not a formal legal partnership, but working group of stakeholders
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>			
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

**Details:**

3.6 Project delivery team	
Name	Job title/area of work
Alistair Danter	Project Manager, Skye Connect. Project Lead providing project management resources.
Ewen MacPherson	Senior Agricultural Officer, Scottish Government as Landowner. Financial contributor to project costs and ongoing revenue maintenance costs
Alex Turner	Operations Officer, Nature Scot. Professional advisor and contributor to the project on behalf of Nature Scot
Mark Crowe	Access Officer, Highland Council. Professional advisor and contributor to the project on behalf of Highland Council

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
The path between the summit of Meall na Suiramach and the commencement of the main Quiraing path at the public road. Nearest postcode is IV51 9LB
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
The land is part of the Kilmuir Estate, owned by the Scottish Government and administered by the Scottish Government Rural Payments and Inspectorate Department – SGRPID. They are a partner to this project and a financial contributor as detailed

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p><b>Response to EOI feedback</b></p> <p>In response to the comments from the EOI, we have looked at phasing the project to deal with the most pressing need on the path within this funding application. Phase 1 will seek to deal with the erosion on the steepest parts of the route off the hill, and accounts for approximately 70% of the overall costs. The project will look to secure revenues from THC car parking revenues for 2024/25 and potentially return to the Community Regeneration Fund for a significantly smaller financial bid in the next round to complete the works.</p> <p>You will see from the attached plan and specification the route broken into sections. Section 3 – 6 is by far the worst and most complex to construct. We have costed that this application plus the match funding will achieve section 3 – 6 and hopefully 6 to the end point. There is a higher degree in costing for this due to the need to heli-lift in the stone pitching.</p> <p>We have removed OATS from the application as a partner, as primarily within SISF they are acting as project Management &amp; Design. Outside of SISF their responsibilities lie within the Fairy</p>

Pools area of Glenbrittle, managing and operating the car park. We are seeking clarification on their commitment and plans for looking after the whole destination around the Fairy Pools separately to this project at the Quiraing.

### **Background**

Alongside other “iconic sites” on Skye, the Quiraing has seen an exponential growth in visitor numbers since around 2014. New people counters were installed prior to the summer of 2022 and this has shown a 185% increase in footfall since the summer figures were last recorded in 2015.

To help deal with this, the Skye Iconic Sites Project (60% funded by NCHF and match funded by stakeholders) targeted a new path and viewing area at the start of the tourist path to limit further erosion to the landscape. The Scottish Government also partnered with Highland Council to construct an 80-space off-street car park to deal with increased visitor parking demand, alongside additional on-street parking,

However, the impact of this footfall is witnessed throughout the whole of the Quiraing destination with erosion occurring along routes previously frequented by a much smaller number of visitors.

### **Key Issues**

More people are now aware of the four-mile circular route commencing from the car park. This route follows the much-used tourist path to the Needle and Prison and then loops above the Table across the hill known as Meall na Suiramach. This route has no built path and has been formed by footfall. The increase in use of outdoor activity apps and 4G signal has made it much easier to find and navigate routes, than it was when walkers needed to be able to read paper maps.

This section across the top of Meall Na Suiramach and down to the car park is suffering badly from poor drainage, boggy sections, rutting & erosion. The greatest issue however is the steep face coming off the hill back to the car park. A section of approximately 360m is suffering from severe erosion with waist deep scoured ravines where the formed path used to be.

Recognising this, SGRPID have set aside £60,000 aimed at both drainage and stabilisation of the erosion. However, this would be a short to medium term solution at arresting the rate of erosion and will still require more substantial funding to put in place a longer-term solution.

The increase in footfall is mirrored by a rise in call outs by Skye Mountain Rescue Team. Their focus historically has been the Cuillin Mountain area, however the increase in visitor numbers has led to increasing numbers of call outs to both the Quiraing & Old Man of Storr, for severe injuries such as leg fractures. There have been 37 call outs since January 2015, with 24 of those in the last three years. The most severe are along the section referred to here.

### **Proposal**

SGRPID have developed a specification to construct a largely stone pitched route up the eroded steep face of Meall na Suiramach, from a qualified upland path designer. Additionally, as part of the SISP project we have surveyed and specified targeted works across the top of the Meall na Suiramach hill.

SISP will use underspend on the current project along the top section of path to undertake targeted improvement works, separate to this application.

SGRPID have set aside the £60,000 which can be used as match funding to the works required on the steep eroded face of the hill. A successful funding application to the Community Regeneration Fund would allow for the specification to be fully developed to tender documents, a tender process, project management resources and construction of the built path.

## Outcomes

This project crosses over all four of the Community Regeneration Fund themes, however the strongest category is most likely to be Environment. The increase in footfall to these iconic sites on Skye is similar to that which has occurred in many other scenic location across the globe and draws similarities in both pressures and landscape to Iceland. The reason that people want to visit is to see and be within this amazing landscape, but that itself is causing the issues of erosion and vegetation loss. If we do not address that then we lose the part of that landscape for generations to come and risk damaging the tourist industry of the island.

By undertaking high quality, upland style built path work which is sympathetic to the landscape, we will generate the following key outcomes:

- An easy to follow, safer built route.
- A route which can be subject to basic routine maintenance.
- Recovery of the adjacent landscape and vegetation.
- Prevention of further erosion caused by poor drainage and dispersed footfall.
- Protection of the outstanding natural landscape.
- A reduction of call outs by Skye Mountain Rescue Team.
- A better visitor experience which reflects on the immediate local economy of the Trotternish peninsular and wider Skye economy.
- A sustained Natural Asset with significant economic importance.

Without this intervention further erosion is inevitable, along with the likelihood of a similar or increased amount of Skye MRT call outs. Both will have a lasting impact on the landscape of the Quiraing both for the local community and future tourism economy.

### **(b) How will the project benefit local communities or the local economy?**

The landscape of the Trotternish Peninsula is extremely important to the communities it sits within, including Staffin, Uig and Kilmuir. It is central the history and culture and natural heritage of the people of Trotternish and is also an important part of the immediate local economy drawing visitors from near and far.

Both the Quiraing & The Storr are key visitor destinations at either end of the Trotternish Ridge. This unique and stunning landscape draws visitors from all over the world and since imagery has been shared more widely via digital media, more people have become aware of Skye as a must-see destination. This brings the benefits of economic opportunity, but also risks to landscape and infrastructure.

In dealing with the erosion scar on the face of Meal na Suiramach, the project will help to preserve the landscape for the current and future generations of the local community. It will also ensure that the iconic landscape which attracts visitors to the Quiraing is not further affected by the large numbers of annual visitors who stay locally and use local businesses and services.

The project will ensure the sustainability of a key natural asset for the Skye visitor economy.

### **(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

There is widespread concern on Skye that the island does not have the infrastructure to deal with the increase in numbers of visitors that it has been seen over recent years. Over the last few years, great efforts have been made by public bodies, community organisations and other groups

working in partnership to put in place infrastructure to deal with pressures caused by volume tourism. Much of this has been close to the road with on and off-street parking and public toilet facilities. However, the reason for visiting Skye is its landscape and that exists beyond such car parks.

The need for built paths can be seen nearby at the Old Man of Storr. What 10 years ago was adequate as a small car park for 20 cars, and a narrow hill path, was quickly swamped with extensive verge parking and erosion to the landscape. RTIF funding has assisted towards provision of a car park and connecting hill paths here, and it has made a significant difference towards dealing with the increase in numbers flocking to this iconic site.

Whilst numbers are not as high at the Quiraing, they are still around 75% of the Storr. Undertaking such works is as important to preserving the local landscape as it is to providing a better walking surface for visitors.

This project is supported locally by Staffin Community Trust and Skye Mountain Rescue Team (emails attached) and has evolved out of the growing confidence and coordination capacity of the Skye Iconic Sites Partnership – a non-constituted, but representative working group staffed by key local public agencies, communities, and institutions.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Get quotes and appoint a consultant to undertake final design, produce construction drawings and documents, and provide site supervision.	1 <sup>st</sup> May 2023
Complete final design, pre-construction stage health & safety plan, and construction drawings and documents.	1 <sup>st</sup> July 2023
Seek quotes for construction works	1 <sup>st</sup> July 2023
Appoint Contractor	1 <sup>st</sup> August 2023
Commence works on site	From 1 <sup>st</sup> September 2023
Completion	End January 2024
Project Float	February & March 2024

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The very basis of the aims of this project seeks to arrest further impact on the environment, by limiting further erosion and allowing the landscape adjacent to the route to recover. The path will be built based on guidance from Nature Scot’s Upland Path Management guidance manual, using best practice techniques and ensuring it fits into the landscape as seamlessly as possible.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

By the very nature of the path being remote, steep and on an upland hill, those using it will require a certain degree of physical mobility and fitness. Sections of paths have already been constructed closer to the car park and road which are on less severe gradients and open up access to views of the Quiraing landscape providing access to those with limited mobility.

Path building to deal with the erosion shall have to take account of the impact on the landscape and deal with the very steep gradient it traverses, so options will be limited. However, what the project will achieve is a safer and reliable route which will allow a wider range of abilities to use the path with a reduced risk of slips, trips and falls. This in turn will enhance their experience and enjoyment of the outdoors.

Scotland enjoys some of the most liberal access rights across the globe through the Land Reform (Scotland) Act 2003, and use of this path can be enjoyed by all under those rights. One of the aims is that by providing this path, those walking the route will use it, and not the adjacent landscape allowing it to recover.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The Scottish Government (or SGRPID) as landowners are partners with the Highland Council in providing and managing paid parking at the Quiraing. SGRPID are using their share of revenues from this parking towards funding these works, however it would take some years to amass enough to undertake a build project.

These ongoing revenues however, will be used to undertake routine annual maintenance of the path, alongside any minor interventions required which develop over time.

It should be noted that there is no obligation on a landowner or any single body to construct or maintain a path to a given standard, only to ensure access is not denied. In this case however we have a responsible landowner invested in proactive maintenance and management of access on their land alongside traditional activities like crofting.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

- Aligns with the Diverse & Green Economy aim of the **Skye & Raasay Futures** plan, more specifically seeking to provide infrastructure to manage volume tourism described in section 6.0 – Route plan (see supporting docs)
- Adds to the interventions that have already taken place or are planned for Skye & Raasay within the **Highland Council’s Strategic Tourism Infrastructure Development Plan**, published in February 2022. Most of the tourism and visitor management interventions to date however are focused on transport, parking and toilets, but those pressures extend to the destination that visitors come to see, namely the landscape.

**4.4 Does the project require planning permission or other statutory regulatory consents?**

**If YES, please detail below** - *provide evidence with the application if granted.*

Type	Applied – Yes/No <i>(include date)</i>	Granted – Yes/No <i>(include date)</i>
THC planning department have confirmed that Planning consent is not required as the path will be constructed	No	No

along the alignment of an existing route and is thus regarded as permitted development.		
Consent for works within a SSSI from Nature Scot. The local Nature Scot Officer is part of the partnership to deliver this path. A small part of the path is within the SSSI designation, and the officer has indicated that consent will be granted based on the current specification	Y	Y

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Project Management	Administration and project management of consultant, site supervision and construction works, acting as client	Capital	£10,000
Design and Site Supervision	Refinement of current design and specification; production of construction drawings and documents; development of the pre-construction stage health & safety plan; site supervision of contractor.	Capital	£15,000
Construction of the path	Supply of materials, plant and labour to deliver the designed path	Capital	£125,000
Total capital expenditure			£150,000
Total revenue expenditure			£0
<b>TOTAL PROJECT COST</b>			<b>£150,000</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£700</b>

<b>5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?</b>
<p>The project construction costs have been priced using comparative costs for undertaking path work on the Old Man of Storr through the latter part of 2022, so should be reasonably accurate. To account for any inflationary pressures, a 10% contingency has been applied to the total costs.</p> <p>The project management and design &amp; supervision costs have been taken from comparisons to recent projects taken forward in Skye.</p>

## **SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO</b> <i>(include date)</i>	<b>Granted YES / NO</b> <i>(include date)</i>	<b>Amount £</b>
Scottish Government Rural Payments & Inspections Division – contribution to project, not applied for funding	YES	YES	£60,000
<b>Total match funding</b>			<b>£60,000</b>
<b>CRF requested</b>			<b>£90,000</b>
<b>Total project cost</b>			<b>£150,000</b>

<b>6.2 Will the project involve “in kind” support?</b> <i>This should <u>not</u> form part of the overall budget or counted as confirmed match funding for the project.</i>
<p><b>YES</b></p> <p><b>Please detail:</b></p> <p><b>The Highland Council</b> Access Officer, Mark Crowe has supported the project by identifying the need, helping to look at options to deal with the path and erosion, preparing budget costings and coordinating stakeholders. He will continue in this supporting and advisory role should this application be successful.</p> <p><b>Nature Scot’s</b> Operations Officer, Alex Turner similarly has provided advice and support to the project both based on best practice and working within a SSSI and National Scenic Area designation. Likewise, Alex will continue in this role.</p> <p><b>SGRPID</b> have provided resource to survey the path route and provide a detailed specification for a built path from an options appraisal. This means that we almost have an off the shelf project, rather than developing a solution from concept.</p>
<b>6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?</b>
<p>In general, paths and access provision in the countryside exist as a right, but there is no obligation on a landowner or public body to construct or maintain them, only that they do not obstruct. In relatively recent times, most upland paths were mainly frequented by a limited number of hill walkers and those paths became formed by use (trodden). More popular hill paths such as Ben Nevis, the Cairngorms and closer to home the Cuillin started to suffer from erosion so with funding many paths were constructed in the 1990’s to deal with their popularity.</p> <p>Now with iconic images promoted worldwide via social media and other channels of the Quiraing, Storr and Fairy Pools, these paths are receiving higher footfall than those hill paths constructed 30 years ago, but the funding available in the ‘90s to deal with them is not there. A recent report by the John Muir Trust reports that around 150,000 people ascend Ben Nevis each year. In 2022 we project that the Quiraing will have attracted a similar number of visitors, with Storr attracting over 200,000. Ben Nevis has an extensive built path network to prevent erosion, and the Nevis</p>



Landscape Partnership to safeguard it's future.

Locally, investment has been put in place to provide parking facilities to reduce the damage to the road and its verges. In turn this is generating revenues which can be reinvested. However, the cost of building a stone pitched path on a steep gradient would require 4 – 5 years of revenue surplus from the Quiraing to build this path.

Without an injection of funding support a shorter term intervention would be used. This would not address the drainage runoff issues from the hill, and the formed gullies would continue to erode with the potential at best for an increased visual scarring impact, but at worst the likely hood of localised landslips

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### **7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

Directly no, indirectly yes, this is a key visitor destination on Skye & as such represents a significant economic driver for the area.

### **7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

As a Natural economic asset, the Quiraing is not in “competition” with any local business, it represents an economic driver for local businesses.

### **7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

Not appropriate

### **7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**SGRIPD**

Match funding

**THC**

Technical support, administrative networking support + liaison

**Nature Scot**

Technical support

### **7.5 Have you previously received public funds for the organisation?**

**YES - SkyeConnect core funding comes from HIE, as a DMO is has in addition a wide range**

of funding streams that are restricted to dedicated projects.

If yes, please provide details of awards for the last 3 fiscal years:

Funding	Year of award	Amount £
HIE – 3 year core funding	2021	£ 428,300
HIE – Digital Enhancement	2021	£ 14,495
SG/HIE Visitor Management Tool development	2021	£ 89,323
Nature Scot – Options appraisal Skye Foundation	2021	£ 7,680
VisitScotland – DMO Readiness	2020	£ 16,500
VisitScotland - Marketing	2021	£ 18,000
Sustrans – 2 year options appraisal funding	2020	£ 106,884
SG/Scottish Towns Partnership	2020	£ 1,200

## **SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent</b> – the person signing this application has the authority within the organisation to apply for grant funding		
<b>Signature:</b>	<b>Print:</b>  Alistair John Danter	<b>Date</b>  16 <sup>th</sup> Dec '22

<b>8.2 Supporting documents checklist.</b> You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	√
<b>2</b>	<b>Committee Members or Directors List</b>	√
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	n/a see text
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	n/a
<b>5</b>	<b>Confirmation of match funding letters</b>	Awaiting delivery
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	√
<b>7</b>	<b>Annual financial accounts – latest available</b>	√
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	√
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	√
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	n/a
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	See text
<b>13</b>	<b>Partnership agreement</b>	See text
<b>Reason for missing documentation:</b>		

Declaration what the remaining bank balances are for: See text attached to bank statements.

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF 1129	
<b>1.2 Organisation</b>	SkyeDance	
<b>1.3 Project title</b>	Building connection and community through dance	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£31,769- 34,919
	<b>Match funding</b>	£9,000
	<b>Grant requested</b>	£22,789-25,939
<b>1.5 Start date</b>	March 2023	
<b>1.6 End date*</b>	March 2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
<b>People</b>	X
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

1.8 Privacy Notice
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## SECTION 2: CONTACT DETAILS

2.1	Main contact name	Katie Martin
	Contact number	
	Alternative contact number	
2.2	Position	Skyedance Chairperson
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	<a href="https://www.skyedance.co.uk/">https://www.skyedance.co.uk/</a>

## SECTION 3: ORGANISATION DETAILS

3.1	Organisation type	Please indicate (x)	Organisation number
	Company limited by guarantee		
	Constituted group		
	Public body		
	Charity	X	SCO36272
	SCIO		
	Other (please specify)		

3.2	Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	NO
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3.3	Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	NO						
3.4	If the organisation is VAT registered, please quote number.							
3.5	Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Whole	Partial	None			
Whole	Partial	None						

Details:

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<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
The Board of Skyedance	Supporting the dance officer
The Skyedance Officer	Delivering project proposed in this application

### **SECTION 4: PROJECT DETAILS**

*Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.*

<b>4.1 Project location - Please include postcode.</b>
Based at:  Skyedance Studio Blaven Road Portree IV519PH  Delivered throughout Skye and attending events further, eg attending Ydance Destinations Event in Inverness
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
<b>Yes</b>

<b>4.3 The Project</b>
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>SkyeDance is a charitable organisation which delivers an annual programme of dance classes and events for people on the Isle of Skye. We currently have children enrolled in our weekly dance classes which include Jazz, Contemporary and Creative Dance and Musical Theatre across a variety of age groups. We have a dedicated dance studio space in Portree, the first of its kind on the island, and we work with local community groups to deliver classes in other community spaces across the island. SkyeDance was recently selected to perform at YDance Destinations, the national youth dance performance platform held annually in Eden Court in Inverness.</p>

We wish to widen our outreach programme and to continue to encourage people, young and old, to discover and enjoy dance. We want to build on our partnerships with schools, voluntary organisations and local groups to deliver a series of dance workshops and events with a focus on community connection, resilience and creativity.

Since our establishment in 2003, we have seen the positive impact that participation in dance has on people - in reducing stigma, in promoting health and well-being, and in increasing confidence and a sense of belonging.

We currently employ 2 part-time dance teachers who deliver a limited portfolio of weekly classes, with our board of volunteers undertaking administrative and marketing duties etc. Our volunteer board members dedicate a significant amount of time to helping organise and run the project, but in order to keep it going and develop the project further, a full-time employee is needed. Skyedance has previously employed a full-time dance officer and this facilitated a fuller programme of weekly classes, greater outreach provision and further development of links with other groups across the community.

Over the years we have learnt that due to our location and the nature of our activities, Skyedance can't meet all of the running costs associated with a full-time employee. Ordinarily, we charge modest class fees for our after-school classes and holiday workshops, recognising that many participants have significant travel costs to cover as well. Most of the funding we seek is to support our plan to recruit a full-time employee so that we can continue and develop the project.

**(b) How will the project benefit local communities or the local economy?**

In extending our provision, we aim to widen our impact and to:

- \* Increase the number of people attending dance classes and workshops across Skye & Lochalsh
- \* Improve people's health and well-being through physical activity
- \* Improve people's self-confidence and social skills through participation in dance
- \* Encourage community cohesion and a better understanding of others
- \* Enable young people to lead future development
- \* Support individual professional development to the benefit of the community
- \* Raise awareness of the benefits of dance with community partners, stakeholders and families

Throughout outreach activities we hope support more remote communities in Skye by bringing activities to small local halls, delivering economic benefits by hiring these under-used spaces.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

Skyedance activities have benefited the community since 2003, meeting many needs which have been shown to exist over this time. The project provides affordable dance opportunities for children, in a variety of styles and in different locations. It also provides young dancers to participate in nationally run events such as Ydance Destinations allowing them to perform to larger audiences on a big stage. It also provides many opportunities in the wider community. We have

established intergenerational engagement with adults living in social care, through our Dance Across the Generations project which involves school groups interacting with the elderly in care homes. We hope to be able to run our end of year Showcase in which we invite other communities groups to join us in putting on a performance for the local community.

### **Local support :**

Please find below statements of support sent to us to help with our application. I have also attached letters and videos in support of our application.

Since starting SkyeDance I'm much more confident in myself and my dancing. I've made so many new friends and learnt lots of different styles of dancing. I'm really glad I have the opportunity to go along and I hope that we can get some of the other classes back.

Emma MacNab, 13 (Current Student)

All 3 of my daughters are involved in SkyeDance and it's become a big part of our lives. The opportunities it's given, especially since lockdown, have been tremendous and I'm delighted that they have this. My eldest performed at YDance Destinations in Eden Court at the beginning of 2022 and the group have just found out that they qualified again to dance in 2023. Not only have the classes brought back the normality of pre-2020 life, they are continuing to provide opportunities for growth in their dancing and their personal lives. I will be forever grateful for the time our teachers put in for these students.

Amy MacNab (Parent / Board Member)

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Growing up on Skye meant our opportunities were limited and we lived a sheltered life. SkyeDance gave us the opportunity to travel with friends and dance all over Scotland. We were able to dance at the Fringe, Y-dance destinations, Stirling University, Eden court, and Can You Dance at the hydro. We were able to take up to four trips a year as a group. We even had the opportunity to take up to four trips a year as a group.

I am very grateful for these opportunities and can speak for the entire youth company from 2015-2019 when I say we would not be where we are today without these opportunities.

Many company members have moved onto further education and some have continued to pursue a career in the industry.

Personally speaking, I was able to secure my place in further education due to the experience and voluntary hours I completed with Skye dance.

Living on Skye means we have to travel to dance, we do not have these opportunities on our doorstep. We are forever grateful that SkyeDance had the support and funding to do this for us, and hope this can be the case again for young people in the future.

Ella MacFarlane (Former Skyedance student)

All 3 of my children have benefited massively from their experiences with Skyedance. My eldest daughter who is 20 now, took part in many classes and performances. She was also part of the Skyedance Company



and was able to travel to the Central Belt to participate in performances and workshops with larger groups and professional dancers. These experiences were so valuable to building her confidence and independence. Coming from a small local community means that children here do not have access to the same resources as their counterparts in cities and opportunities to access such experiences are very limited. Skyedance provides a vital link for these young people and helps them to experience the wider world beyond their island community.

My younger daughter really struggled with her confidence and self esteem, her experience with Skyedance played a vital role in her developing her social and performing skills. She was nurtured as part of the classes and is now a confident drama student thriving in a performance setting to the extent that as her parents, my husband and I cannot believe how she has grown in her willingness to perform.

My son has also benefitted hugely from the inclusive approach Skyedance takes to the classes. It has been wonderful to see the boys only group grow and develop. It is a really popular class and has been instrumental in changing the attitudes of young boys in our community towards dancing.

Skyedance is an incredibly important resource to our community and vital to the development of young people here in Skye.

Laura Graham (Parent)

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I am writing to show my support for SkyeDance in the hope they are successful with this funding. I danced with skyedance for 15years as a student before going on to gain my HND in professional stage dance. I then returned to Skyedance as the dance support officer and then was promoted to dance officer.

My association with skyedance has been incredibly positive throughout my life. SkyeDance gave me the tools I needed to then create a career out of my passion and it shaped me into the person I am today. Being a student I was not only taught to dance but I was also taught to be resilient, confident, to preserve and to take on constructive criticism. All tools that will help you through life. Being a teacher for SkyeDance also helped me grow and understand so much more about dance and the importance it has on young children for their physical and mental well-being. There is a strong sense of community within skyedance for everyone involved. Including the dancers, parents, teachers and the board working hard to keep it running in the background. The main thing is the kids love it, they stay active with their friends and have fun.

For SkyeDance to keep running it needs the support of funding to keep classes going and to be able to pay teachers for their time and efforts. This funding would make a huge difference as it would mean SkyeDance would be able to hire a full-time teacher again which would then keep the classes running and the kids happy.

Kind Regards,  
Cleodi Mackinnon (Former Student and Former Skyedance Dance Officer)

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Over the past number of years, I have had the privilege of working with Skyedance in my capacity both as Headteacher at Portree Primary School and as a parent. I have seen this organisation grown from it's very beginning into what it is now.

As Headteacher of Portree Primary School, we have worked in partnership with Skyedance on various projects over the years. Notably, the Dance Across the Generations which was run by Skyedance, involving bringing school pupils together with local care home residents to experience dance was an incredible opportunity to bridge the two generations together through a common language. Having witnessed this from the school's perspective, I am very aware of the positive impact it had on our pupils and having watched the intergenerational event, the smiles of the care home residents, indicated that it was equally a pleasure for them. Regardless of which project we have been involved with, the organisation has been tremendous and our pupils have benefited greatly and have the wider community.

Skyedance now have a dance studio within our school building and while it is still in its infancy, we are benefitting hugely from weekly dance input for our pupils and look forward to the many ways that this can introduce more children to the numerous benefits of dance and also engage the wider school community.

Over the years, many of our pupils have taken part in the huge variety of extra-curricular dance classes that Skyedance have on offer. I have taken great delight at watching these pupils develop their confidence and in many cases fuel a passion for a hobby that sustains both their mental and physical wellbeing.

As a parent, my daughter has been involved in Skyedance, as a pupil, for most of her life, attending a variety of classes taught by various teachers over the years which introduced her to a huge variety of different dance styles. She began as a toddler in ballet class and prior to COVID this had come full circle when she was volunteering to help with the newest ballet recruits. The opportunities and skills she has gained from her participation with Skyedance are ones that will be with her for life.

The Skyedance organisation is invaluable to our community and I wholeheartedly support any new initiatives that Skyedance undertake based on the hugely positive impact they have had and continue to have on the young people in our community.

Regards,

Sara Matheson  
Head Teacher  
Portree Primary School  
Blaven Road Portree  
Isle of Skye IV51 9PH  
01478613130

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Skyedance is an organisation that enables children to come together from all areas of Skye through dance. Having the purpose-built dance space is extremely important for our Island. In order for our current & future generations to experience the benefits of dance it is essential they have a Full Time Teacher.

As an organisation that my children have attended for a number of years, I can honestly say that they have gained confidence, made new friends & found leadership skills through this.

Skyedance foundation has given a love for dance that is so strong that my eldest has been able to be part of the National Youth Dance Company for Scotland, perform in some amazing venues all around the country & wishes to study dance on leaving school next year. It would be amazing to enable future generations on our Island to gain skills & have similar opportunities that will help them in all walks of life.

Karen Campbell (DAES Teacher)

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Delivering a series of outreach workshops and performances in local halls and community spaces in partnership with arts organisations, community trusts and community councils across Skye and Raasay	March 2024
Working with organisations such as Crossroads Care, Alzheimers Scotland West Highland and SEALL@Home to deliver 4 inter-generational community events in 2023	June 2023 September 2023 December 2023 February 2024
Developing a training and mentoring programme for 14 - 18 year olds to develop their leadership skills and to attain a certified qualification such as the Award in Dance Leadership	April 2023 – March 2024
Supporting our dance teacher to access professional training and networking opportunities through YDance	April 2023 – March 2024
Continuing to deliver a portfolio of weekly classes that is inclusive, responsive to young people’s needs, and fun.	April 2023 - March 2024

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

We hope that our outreach classes will mean our dance officer travelling to more remote destinations around the Isle of Skye. This will mean groups of people and children will not have to travel into a central location in order to access the activities.

By having a Skyedance uniform that we can loan out to pupils, we are again improving accessibility for children who otherwise wouldn't have this and we can reuse the items once pupils have finished with it.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefiting from the project? Will the project target specific groups for example?

Our newly fitted out studio has accessible access and a toilet suitable for disabled users.

We hope to establish pro-active engagement with community groups such as Crossroads Care, Home Farm care home and Support for Learning teams at schools.  
We hope to create a Equalities policy and provide training for our dance officer dance teachers.

We aim to make our class fees as low as we possibly can and encourage those struggling with payment to get in touch so we can ensure cost is not a barrier to inclusion. A Skyedance uniform that we can loan out will help with costs.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

We are aiming to continue what has been established and developed since Skyedance conception in 2003

As an organisation we will continue to max income income we are able to generate through class fees and workshops but as stated above we will continue to need funding support to continue to deliver a wider range dancing opportunities across Skye and to engage with our partners in the extended community.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

<b>4. Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>
<i>If YES, please detail below - provide evidence with the application if granted.</i>	
<b>Type</b>	<b>Applied – Yes/No (include date)</b>
	<b>Granted – Yes/No (include date)</b>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Salary		Revenue	£25,000 - £28,000
Pension		Revenue	£1250 - 1400

Employee Professional Development		Revenue	£1000
Website Costs	£24 per month	Revenue	£288
Classmanager Fees	£25 per month	Revenue	£300
Travel including minibus hire		Revenue	£1000
Insurance		Revenue	£151
Venue Hire, including local village halls		Revenue	£980
Skyedance Music Subscription		Revenue	£600
Free Uniforms		Revenue	£1000
Arts Awards programme <a href="https://www.artsaward.org.uk/site/?id=1972">https://www.artsaward.org.uk/site/?id=1972</a>	Discover Award (Ages 5 - 9) x 10 = £40.00 Explore Award (Ages 7 - 11) x 10 = £50.00 Bronze Award (Ages 11 upwards) x 10 = £52.00  Purchase of books and creative resources associated with the programme e.g. pens, paper and stationery	Revenue	£200
Total capital expenditure			£
Total revenue expenditure			£31,769 - £34,919
<b>TOTAL PROJECT COST</b>			<b>£31,769 - 34,919</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£0</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

## **SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Skyedance - money ring-fenced for this project from unrestricted funds			£9000
<b>Total match funding</b>			<b>£9,000</b>
<b>CRF requested</b>			<b>£22,789 - 25,939</b>
<b>Total project cost</b>			<b>£31,769 - £34,919</b>

<b>6.2 Will the project involve “in kind” support?</b> <i>This should <u>not</u> form part of the overall budget or counted as confirmed match funding for the project.</i>
<b>NO</b>
<b>6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?</b>
<p>As a charity we will continue to maximise income we are able to generate through class fees and workshops, whilst making it affordable. We are an aspirational board and would like to take on and develop other community based projects. However, as a voluntary board this incredibly time consuming and we would like to reinstate a Skyedance Dancer Officer to help us to continue to deliver a wider range dancing opportunities across Skye and to engage with our partners in the extended community. Without the additional funding to support this we will be unable to achieve the high level of inter-generational engagement with the community.</p>

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

<b>7.1 Will the project generate revenue?</b> <i>Please provide a copy of the budget forecast with the application.</i>
---

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

We will work in collaboration with other creative groups. We are able present other creative groups at our dance studio. We will try to look to host specialist teachers and dance opportunities in conjunction with other creative groups to make sure as many children can access the opportunity. We will host a Showcase that involves other community groups allowing them to share what the have achieved creatively within their groups.

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

As a charity and the way that we work we don't believe we are eligible

**7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
<b>Business Gateway</b>	
<b>HIE</b>	
<b>Other</b>	

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Co-op Community Fund	9.4.20	3201.48
Creative Scotland	27.7.20	5000
Co-op Community Fund	6.11.20	9618.24
Creative Scotland	18.11.20	5250

Highland Council	1.3.22	2000
Creative Scotland	11.5.22	1750

## **SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print:</b>  Katie Martin	<b>Date</b>  12/12/22

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	Yes
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	Yes
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	Yes
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		



**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
 Supporting documentation must be submitted with the application (see section 8.2).  
 Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF 1141	
<b>1.2 Organisation</b>	Skye Connect	
<b>1.3 Project title</b>	Skye Cycle Network – Development Stage 2	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£32,500
	<b>Match funding</b>	£16,000
	<b>Grant requested</b>	£16,500
<b>1.5 Start date</b>	01.03.23	
<b>1.6 End date*</b>	31.03.24	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	X

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Alistair Danter	
<b>Contact number</b>		
<b>Alternative contact number</b>		
<b>2.2 Position</b>	Project Manager Skye Connect	
<b>2.3 Address</b>	Skye Connect (Registered). Unit 3 Broom Pl. Portree. Isle of Skye.	SkyeConnect (office) Nuig Ho, 3 Edinbane By Portree Isle of Skye
<b>Postcode</b>	IV51 9HL.	IV51 9PR
<b>2.4 Email address</b>	<a href="mailto:alistair@skye-connect.com">alistair@skye-connect.com</a>	
<b>2.5 Website address</b>	www.skye-connect.com	

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	CIC	SC401007
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>		
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
---	-----------

<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
--	-----------

<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>	Whole	Partial	None			X
Whole	Partial	None					
		X					

**Details:**

3.6 Project delivery team	
Name	Job title/area of work
Alistair Danter	Project Manager Skye Connect
TBC	SCN Development Officer
Bo Mansell	Senior Grants Adviser - Sustrans

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
All Skye & Raasay
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Access agreements will be negotiated with relevant landowners on a case-by-case basis as the need arises.

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>Skye Cycle Network (SCN) is a project being led Skye Connect on behalf of a wider constituency comprising all the communities in Skye. Skye Cycle Network aims to better connect communities through creating a network of active travel routes based on lengths of disused old single track roads, "quiet" roads and where necessary constructions of new lengths of routes that will enable people to move around their communities, and access local facilities, without needing to get in the car every time. Routes created will be both inter and intra community connections.</p> <p>There are multiple policy drivers for this initiative including improved health and well-being, reduction in car use, Net Zero carbon targets for transport, and addressing rural transport poverty. There is also an aspiration to link the key access points to Skye at Armadale, Uig and the Skye Bridge with strategic active travel routes. The Skye Bridge to Uig route is already identified as part of an aspirational NCN route 79 from Invergarry to Uig and then on to link to the Hebridean Way on the Western Isles. In this way SCN aims to have an effect on reducing the carbon footprint of both the local and visitor economies. Specifically in relation to the visitor economy the network will enable the promotion of Skye and as a "slow tourism" destination.</p> <p>Skye Connect has been the recipient of project funding through the Sustrans Places for Everyone funding programme to develop the SCN concept through a Stage 1 feasibility report in 2021 and 2022. Skye Connect has been the body responsible for delivering the agreed outcomes of the initial feasibility study which has now concluded with a final report detailing the next two-year</p>

development phase. Community input into the direction of the project and the feasibility study has been provided through a Steering Group with representatives of 12 local community bodies representing all the main settlement areas of Skye and Raasay.

Stage 2 will see SCN employing a part-time Development Officer to work with local communities on their own priority active travel routes, supporting specific projects, and promoting the long-distance cycle routes. The Development Officer will be employed and hosted by Skye Connect, with project administration and line-management being provided by the Skye Connect Project Manager. A key part of the role will be liaising with partners including The Highland Council, Hi-Trans, the existing project steering group and local community trusts to help the local community to bring Active Travel projects to fruition. Working with the local Access Officer and landowners including estates and common grazings to resolve access issues and secure consents will be a major part of the role. Working with Transport Scotland to develop sections of long-distance routes within the truck road corridors will be another important aspect.

Sustrans has supported SCN through the initial concept and feasibility stages, and is keen to see the development of Skye Cycle Network as a pilot for active travel initiatives in remoter rural areas. Hi-Trans is keen to develop a 10 year active travel strategy based on the initial proposals arising from the Sustrans funded options appraisal. For Skye & Raasay with the creation of a network of local routes developed by and with communities.

#### **(b) How will the project benefit local communities or the local economy?**

The main objective is to allow residents and visitors to make more local journeys using active travel options. These may be for social, work, education or leisure purposes, but the key is having safe accessible routes linking the places where people live with the places they want to visit. Active travel has been shown to have multiple benefits for health, well-being and quality of life, as well as reducing car-dependency in rural areas.

Specific beneficiaries include those for whom lack of suitable infrastructure is a barrier to active travel: older people, families, disabled people, children and younger people, less confident cyclists. During 'lockdown' there was a noticeable increase in the numbers of people using local roads for active travel due to reduced traffic volumes. We want to sustain and encourage that transition, particularly among school-age children, making walking/cycling to school a safe and viable option for more children in the area.

There will also be potential for economic benefit to local tourism businesses, particularly accommodation and cycle-related services, including bike hire. Covid-19 has accelerated the growing trend towards 'experiential' tourism whereby visitors are looking to connect with the outdoors, be active and experience nature. Skye is ideally placed to offer non-technical off-road cycling, more suitable for casual leisure cyclists and family groups. The advent of E-bikes has greatly expanded the potential market for these activities, and this project will create new opportunities for E-bike hire at various locations.

#### **(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The project will enable more local journeys to be undertaken using zero-carbon transport in Skye & Raasay. Primarily aimed at local residents who want to get around and between their communities, it will also be invaluable to Skye's aspiration to develop a sustainable tourism model and encourage low-carbon travel by visitors. In particular there is an opportunity to capitalise on the growing trend for outdoor activity, E-biking and family-friendly cycling. Skye has a high profile

for these activities, but actual off-road cycling infrastructure remains poorly developed on the island. The long-distance sections of the proposed network have the potential become part of a new National Cycle Route, through Skye to the Western Isles.

Consultation during the recent options appraisal phase of the project was supported through a steering group of 12 local community representatives and cycling “activists”. The Skye Cycle work Network FaceBook page acted as an anchor for local consultation which resulted in over 320 individual responses.

This is a grassroots initiative which has been led by Skye Connect on behalf of the wider community. During the feasibility work we consulted extensively with residents and diverse user groups in order to give the widest cross-section of the community the opportunity to help shape proposal. The feasibility stage was overseen by a Steering Group comprising representatives of community councils and development trusts from all over Skye & Raasay. The project is also supported by the local Highland Access Officer and Hi-Trans.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Advertisement & recruitment of Development Officer	February 2023
Recruitment of SCN project steering group	March 2023
Public launch of Skye Cycle Network Stage 2	April 2023
Confirmation of initial priority paths cohort	May 2023
Hold Skye Active Travel engagement event	June 2023
Funding secured for 3 No. SCN path projects	December 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

Along with health and well-being, environmental impacts are a key driver for this project, which addresses sustainability and climate change concerns at a local level.

Reducing reliance on motorised vehicles and increasing options to travel sustainably will play a positive role in achieving the net-zero target by 2045. Over half of everyday journeys are under 5km, making active travel a viable alternative. This project will facilitate active travel by providing a safe and attractive route between settlements in place of the fast and dangerous trunk road. In this way we can address the priorities outlined in NTS2, the National Transport Strategy; taking action on climate change, reducing inequalities, improving health outcomes. It also creates links with cycle/rail interchanges at Kyle and the ferry terminals at Armadale and Uig, creating more opportunities for long distance low-carbon travel in the West Highlands.

As part of the design process we will undertake both ecological and archaeological surveys of intended routes, including specific surveys for protected species where features require (bridges, watercourses etc.). The design proposals will also include mitigation of any damage to peatland or native woodland, and wherever possible enhancement with landscaping and additional planting.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

This project addresses issues of transport poverty and disadvantage, particularly affecting rural residents who are more likely to travel longer distances to access essential services. Poor public transport services make rural communities particularly sensitive to transport poverty, whereby people are reliant on a sparse bus or train timetables, limited routes and increasing costs. Moreover, geographical disadvantage often results in the burden of car ownership, higher fuel costs, and restricted job opportunities. As a result, residents risk exposure to higher living costs, poorer health outcomes and transport poverty. Improving access to active travel opportunities helps to alleviate these negative impacts.

In designing specific routes, best practice places great emphasis on engaging with hard-to-reach and marginalised groups, including those with particular needs and protected characteristics. Accordingly we will engage with representatives of local groups for disabled people, older people, youth groups and people with learning disabilities, as part of our Stage 2 design process.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

Following on from this development phase, funding applications for individual path projects will include an element of SCN project officer and management time, to sustain the development activity during the network construction phase.

After completion, paths created under the SCN initiative will in time be adopted as part of the Core Path Network (CPN). With adoption as a core path the right of public access will be secured replacing the need for access agreements with individual landowners. We are in active discussions with Transport Scotland about TS assuming responsibility for maintenance as part of the active travel infrastructure within the trunk roads corridor. Local community development trusts will have an on-going role in monitoring and reporting on the condition of local paths, with an active core of volunteers taking part in ‘Action Days’ to undertake minor maintenance.

As part of the *Places for Everyone* programme a Behaviour Change Plan has been created (attached) which sets out the actions and on-going activities that will ensure the long-term environmental benefits of active travel, and the positive impact on the health and well-being of local residents, continue to accrue for decades to come.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

Skye Cycle Network is identified in the Skye & Raasay Futures (SARF) plan as a key transport infrastructure project for the area. It aligns with the stated desire to increase the provision of active travel options within local communities, and between settlements. In rural areas with poor public transport provision, active travel will be key to achieving the Scottish Government’s proposed 20% reduction in car use by 2030.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>Potentially</b>
<b>If YES, please detail below</b> - provide evidence with the application if granted.	
<b>Type</b>	<b>Applied – Yes/No</b>
<b>Granted – Yes/No</b>	

	<i>(include date)</i>	<i>(include date)</i>
Individual path construction projects may require planning consent to be applied for as required	NO	

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure</b> – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Salary (0.6 FTE)	Project delivery self-employed status	Revenue	£25,000
Office & travel	Printing, advertising, office & travel	Revenue	£2,000
Equipment	Laptop & office equipment	Capital	£1,000
Prof. advice	Consultancy, legal & professional	Revenue	£3,000
Management	Supervision & management admin.	Revenue	£1,500
Total capital expenditure			£1,000
Total revenue expenditure			£31,500
<b>TOTAL PROJECT COST</b>			<b>£32,500</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£3,000</b>

## **5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Post costs based on a 12 month contract for 3 days p/w (150 days p.a) at an average self-employed day-rate of £166 per day, to include contractor's own tax and NI obligations.

## **SECTION 6 – MATCH FUNDING**

### **6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO <i>(include date)</i></b>	<b>Granted YES / NO <i>(include date)</i></b>	<b>Amount £</b>
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Sustrans 'Places for Everyone'	Yes 12.12.22		16,000
<b>Total match funding</b>			<b>£16,000</b>
<b>CRF requested</b>			<b>£16,500</b>
<b>Total project cost</b>			<b>£32,500</b>

### 6.2 Will the project involve "in kind" support?

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:** The project is supported by the local Highland Council access officer whose links and networks within the public sector at local, Regional and National level will assist with developments.

### 6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?

This project is concerned with the development of local active travel infrastructure projects. There is no interest from the private sector in such developmental activity and little scope to generate profit or revenue, hence project such as this will only happen through the support of public funding. Without public funding this position will not be able to be supported, while Skye Connect core costs as a 3<sup>rd</sup> sector organisation are covered, all other project costs have to be raised from funding applications to appropriate bodies.

We expect other sources of non-public funding (eg: windfarm community benefit funds) to be available later as match-funding for path delivery and construction, but these are less likely to fund the initial developmental work.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### 7.1 Will the project generate revenue? *Please provide a copy of the budget forecast with the application.*

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

--

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

--

**7.3 Have you considered taking out a loan for the project?**

**YES / NO**

**Please state your reasons:**

**7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
<b>Business Gateway</b>	
<b>HIE</b>	
<b>Other</b>	

**7.5 Have you previously received public funds for the organisation?**

**YES / NO**

**If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

**8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding**

<b>Signature:</b>	<b>Print:</b> Alistair J. Danter	<b>Date:</b> 15 <sup>th</sup> December 2023
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<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Y
<b>2</b>	<b>Committee Members or Directors List</b>	Y
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	n/a
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	n/a
<b>5</b>	<b>Confirmation of match funding letters</b>	N
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	Y
<b>7</b>	<b>Annual financial accounts – latest available</b>	Y
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Y
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	Y
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	Y
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	n/a
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b> Application to Sustrans for match funding currently under consideration		
<b>Declaration what the remaining bank balances are for:</b> See written statement associated with bank statements.		

Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



## Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

### **SECTION 1: PROJECT SUMMARY**

<b>1.1 Project reference number</b>	CRF1125	
<b>1.2 Organisation</b>	Uig Community Hall Association	
<b>1.3 Project title</b>	Accessibility Improvements – Design Costs	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£10,140
	<b>Match funding</b>	£1,140
	<b>Grant requested</b>	£9,000
<b>1.5 Start date</b>	January 2023	
<b>1.6 End date*</b>	May 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	X
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
<p>Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a></p> <p><b>YES</b></p>

## SECTION 2: CONTACT DETAILS

2.1 Main contact name	Jennifer MacPherson
Contact number	[REDACTED]
Alternative contact number	[REDACTED]
2.2 Position	Trustee / Secretary
2.3 Address	[REDACTED]
Postcode	[REDACTED]
2.4 Email address	[REDACTED]
2.5 Website address	n/a

## SECTION 3: ORGANISATION DETAILS

3.1 Organisation type	Please indicate (x)	Organisation number
Company limited by guarantee		
Constituted group	X	
Public body		
Charity	X	SC022542
SCIO		
Other (please specify)		

3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	NO
--	----

3.3 Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	NO
---	----

3.4 If the organisation is VAT registered, please quote number.	
---	--

3.5 Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	Whole	Partial	None
			X

Details:	
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3.6 Project delivery team	
Name	Job title/area of work
Olli Blair Architects Ltd (not yet appointed)	Principal Designer and Architect
G R Cantlay (not yet appointed)	Quantity Surveyor

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Uig Community Hall, Pier Road, Uig, Isle of Skye, IV51 9XP
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
The hall and land upon which it sits are owned by UCHA since the late 1950s. Land for the sports hall extension and carpark were later purchased in the early 1980s. Title deeds are being sought from local solicitors.

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The overall ambition is to improve the hall to make it more energy efficient, warmer, and to fully modernise the toilets, which involves internal remodelling to accommodate accessible and family-friendly facilities. A warm social space within a community is key to the sense of place that its people identify with. It's where people can come together in common interest, learning, health/fitness, and celebrations. It belongs to the whole community – it's their place.</p> <p>Members have asked us to focus on accessibility improvements and so this current project is to commission professional design services up to building warrant submission and subsequent tendering of works. This will enable us to have a professionally costed design, for which we can subsequently fundraise from a number of possible sources. We considered also including for works but decided it prudent to wait until we have a better understanding of the costs and funds required.</p> <p>The outcome expected is an investment-ready capital project by May/June 2023.</p> <p>However, the subsequent works will lead to the following outcomes:</p> <ul style="list-style-type: none"> <li>• Retain and maintain this important asset for our community</li> <li>• Improve the standard of accessible facilities (including toilets) for our community</li> <li>• Reduce our energy costs</li> <li>• Increase usage from the community</li> <li>• Increase income and re-build reserves for the next phase of improvements</li> </ul>

- Enable delivery of a programme of events to reconnect our community with this space to support social activity and well-being

**(b) How will the project benefit local communities or the local economy?**

This project will ensure that we have a professionally costed design that ensures all members of our community can enjoy this important asset.

**(c) What need or opportunity will the project address? How do you know there is local support for the project? Please provide evidence of community support with the application i.e. letters of support/consultation reports.**

The hall has been in existence for some considerable time and been subject to unsympathetic upgrades from time to time. This has left a legacy of poor amenity value, unfit for purpose toilets and general deterioration.

Our current committee has been working hard since March 2021 to improve housekeeping, governance, basic standards of building maintenance, harness community support and involvement, and taking advice and finding support to develop building improvement plans. The majority of us are working full time and are committed to doing our best by the building and our community.

In the event of a power outage, the hall is the designated emergency hub for hot water and meals with an SSE-funded generator supplying the electricity. It is important that we can continue to offer this facility in a fit-for-purpose building to everyone in our community.

We surveyed the community in September 2021 and followed this up with additional engagement opportunities at public events and through social media. (Survey report and community updates enclosed.) Upgrading of the toilet facilities, to also include all-access, and introducing improved heating / insulation has been an ongoing desire of the community since long before the efforts of the current committee.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Contract Architect and Quantity Surveyor	January 2023
Measurement survey	January 2023
Design proposals agreed	February 2023
Building Control Application Submission	March 2023
Building Control Response/Approval	May 2023
Tender Works for Prices	May 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

This project is concerned only with the professional design stage. Part of the design brief is to consider appropriate energy efficient heating and hot water, possibly isolated from any future over all heating upgrade, but perhaps adaptable to join if feasible.

However, our overall ambition is to have a much greener building that maximises our response to the climate emergency. This includes LED lights and fittings to appropriate insulation, heating and power. Utilising and adapting the existing building will also reduce negative impacts on the environment.

In January 2022, we had an Energy Efficiency Assessment undertaken via the Energy Efficiency Business Support Service of Zero Waste Scotland (now delivered by Business Energy Scotland). Amongst the key actions and next steps of the assessment are some measures, which we have identified as ones that we hope to deliver soonest with the best cost/benefit outcomes. These are:

- Install LED lighting and/or bulbs – this includes for internal, car park, and new external sensor lights
- Install air-to-air source heating (currently investigating suitability of this within a similar sized and type of building within another community) or infrared heating panels if air-to-air is not feasible
- Install draught-proofed external doors

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

This project actively aims to ensure that all groups within our community are included in terms of usage of this important space, but particularly families and those with challenges whether visible or not.

The legacy impacts of the Covid-19 pandemic are well-documented in terms of the effect on peoples' mental well-being and opportunities to socialise remain curtailed. Being responsible for a community building, we need to ensure that we are including those that still feel isolated for non-physical reasons too.

Our design process will ensure that we can better meet the needs of everyone.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The next stage of the overall project will be to fund the accessibility works and we will have a professionally design and costed plan to present to potential funders.

Post-works, we will be able to raise more income from increased usage, which will strengthen the financial viability of the asset and deliver the outcomes noted at 4.3 (a) above.

**(g) Please outline how the project fits with other relevant local plans and strategies.**



### Skye and Raasay Future (SARF)

Our community of townships in North Skye are regarded as fragile in terms of characteristics including declining population, under-representation of young people within the population, and below average income levels.

We need to attract families to settle in these areas and part of the attraction is having good functioning, modern community facilities with a broad range of activities available.

Our overall project outcomes will support objectives to increase families and working age populations in our townships and offer good quality facilities that can host a variety of interests.

Fuel poverty is well-documented within the Skye area and this coming winter will be the most challenging that a lot of people will experience. Our hall is already hosting a free weekly lunch, delivered by another project within the community, and funded by The Highland Council's Cost of Living Support fund. We may, in addition to this, open the hall as a warm hub to enable people to meet more regularly without having to use fuel sources at home, and to support mental well-being.

We feel that our overall project is well placed to support the following outcomes of SARF:

1. **Climate Action and Resilience** – we will decarbonise this important community asset.
2. **Strengthening Communities** – we will learn from our community networks and offer good quality access to a community asset that can play host to many cultural activities and essential services.
3. **Diverse and Green Economy** – our community asset will support a thriving population through provision of a fit-for-purpose building that our people can be proud of.
4. **Organising Ourselves** – we will work collaboratively with others locally, and wherever possible. The hall is an important community asset.

### West Highlands and Islands Local Development Plan

The Placemaking Priorities for Uig note strengthening the 'role as principal settlement on the western side of the Trotternish peninsula', 'maximising the economic benefits from tourism and ferry users', and 'redeveloping opportunity sites for business, tourism and housing...'. These priorities will all benefit from, as well as contribute to, a vibrant community. A vibrant community is underpinned by good quality community facilities that enable people to come together for common interest and to socialise to enable and develop that attractive vibrancy. Our overall project will support these these priorities by providing that important good quality community facility.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
Building Warrant to be applied for as part of this project	No	No

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.

Budget Heading	Detailed costs	Revenue/Capital	Amount
Pre-Construction	Architect fees including Principal Designer Role	Revenue	£4,000
	Quantity Surveyor fees	Revenue	£2,250
	Expenses for above	Revenue	£1,200
	Building Control Application	Revenue	£1,000
	20% VAT on above	Revenue	£1,690
Total capital expenditure			£0
Total revenue expenditure			£10,140
<b>TOTAL PROJECT COST</b>			<b>£10,140</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£10,140</b>

**5.2 Reasonableness of cost** – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?

A brief for architectural services was issued to 6 local architect firms in November 2022. Two did not respond, two had no availability before March 2023, one withdrew due to taking on additional work, and one response was received. It is this response that we are using for this project.

## **SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
Own funding			1,140
<b>Total match funding</b>			<b>£1,140</b>
<b>CRF requested</b>			<b>£9,000</b>
<b>Total project cost</b>			<b>£10,140</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**NO**

**Please detail:**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

We are unable to generate sufficient income to meet the required costs within a reasonable timeframe. We need public funding to make this project happen, to drive it forward to a point where we can then approach other funders with a professionally costed plan of required works.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**NO – not at this current stage.**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The hall is the only recreational facility within our geographically dispersed community. Our community supports events hosted in the village hall of our neighbouring community of Kilmuir, and vice versa, and we don't envisage this changing negatively.

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

We don't currently have sufficient income generation to be able to service a loan.

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**Business Gateway**

HIE	
Other	Zero Waste Scotland

<b>7.5 Have you previously received public funds for the organisation?</b>		
NO		
If yes, please provide details of awards for the last 3 fiscal years:		
<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>

## SECTION 8 – SIGNATURE

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent</b> – the person signing this application has the authority within the organisation to apply for grant funding		
<b>Signature:</b>	<b>Print:</b> Martin Madigan Chairperson	<b>Date:</b> 09/12/2022

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	n/a
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	YES
<b>5</b>	<b>Confirmation of match funding letters</b>	n/a
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	n/a
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	NO
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b>		

Title deeds are being sought from local solicitors.

**Declaration what the remaining bank balances are for:**

We have an Operational Reserves Policy of £4,000 and will commit at least £4,000 towards the subsequent works programme. We also have some minor ongoing improvements to fund, which could be in the region of £2,000.

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1151	
<b>1.2 Organisation</b>	Hebridean Diving Services	
<b>1.3 Project title</b>	'Coastal defence at the South of Stein Jetty – the final phase of coastal defence in the Stein Regeneration Project'.	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£ 60,058
	<b>Match funding</b>	£ 25,000
	<b>Grant requested</b>	£ 35,058
<b>1.5 Start date</b>	As soon as match funding is secured. Ideally pre tourism season, preferably no later than March 2023	
<b>1.6 End date*</b>	Sept 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	<b>X</b>
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
<p>Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a></p> <p><b>YES / NO</b></p>

## SECTION 2: CONTACT DETAILS

2.1 Main contact name	Aileen Robertson & Gordon MacKay
Contact number	[REDACTED]
Alternative contact number	NA
2.2 Position	Partners
2.3 Address	[REDACTED] [REDACTED] [REDACTED]
Postcode	[REDACTED]
2.4 Email address	diveskye@dive-and-sea-the-hebrides.co.uk
2.5 Website address	https://dive-and-sea-the-hebrides.co.uk https://divers-eye.co.uk

## SECTION 3: ORGANISATION DETAILS

3.1 Organisation type	Please indicate (x)	Organisation number
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO		
Other (please specify)	Local Family/Business	NA

3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	YES / NO
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3.3 Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	YES / NO
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3.4 If the organisation is VAT registered, please quote number.	GB 596 8554 69		
3.5 Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	Whole	Partial	None
			X

### **Details:**

This is not an expense that can be claimed by the business. The land is privately owned, but the project will create increased business capacity at our existing premises in the village. Securing the land enables us to develop and to move our home to the new location. Our home is currently within the 'business premises'. It will also create storage for marine related business equipment adjacent to the jetty.

3.6 Project delivery team	
Name	Job title/area of work
Gordon MacKay, Hebridean Diving Services	Site supervisor/project manager
MacAskill Plant & Machinery Hire	Landscape Contractor Supply & Installation of rock armour
Donald MacLachlan	Construction of Stone Retaining Wall

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Land at 16 Lochbay Park, IV55 8GA, adjacent to Stein jetty and car park.
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Yes, we own the land and enclose Title INV16303 to support this.  File Name: <b>CRF1151-HDS-Title Deed-INV16303</b>

4.3 The Project
<p><b>a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p><b>THE STEIN REGENERATION PROJECT *[SRP].</b> Undertake the final phase of coastal defence from earlier [SRP], with immediate improvement of the visual amenity in the fishing village, Conservation Area of Stein and stabilising the land. This provides opportunities to rebuild a historic building currently under threat of loss to the shore <b>[PLACE]</b>, recreate that as a home <b>[PEOPLE]</b>, create increased space for ongoing development of marine ecotourism employment <b>[ECONOMY]</b>, retain young adults in the area <b>[PEOPLE &amp; PLACE]</b>, reduction of fossil fuel use and enhance our citizen science projects <b>[ENVIRONMENT]</b>.</p> <p><b>HISTORY;</b> The Project is in Stein Conservation Area, a historic fishing village on the Isle of Skye where the primary phase of a community regeneration project was implemented in 2000-2006 to (1) provide coastal defence throughout the village, (2) jetty improvements to enable improved recreational, tourism and fishing access for both the local community and visitors.(3) To tidy up, organise, landscape and improve the jetty head and equipment storage &amp; car parking.</p> <p>That work was funded by several organisations via applications submitted through 'Stein Moorings Association'. Elements of the project had to be removed, including (1) the coastal defence at the south of the jetty - due to unknown land ownership (2) a section of length of the jetty below low water - due to budget constraints. To secure the land and historic building at the heart of the Stein Conservation Area Village we bought the land south of the jetty and now seek to complete the coastal defence project, bringing the following benefits;</p> <p><b>AIMS &amp; OUTCOMES: IMMEDIATE</b> We believe implementation of this project will deliver on all 4 of the funds themes as outlined in brackets below.</p> <p><b>FUND THEME: [PLACE]</b> (1) Securing the land and the historic old stone pier house building above the eroding coastline, in imminent danger of collapse and loss to the shore. (2) Improving the visual amenity of the seriously eroded coast, an ugly eyesore, south of the jetty.</p>



Also bringing the following benefits.

#### **OUTCOME**

- (a) **[People]** Enables recreation of that building as a family home facilitating a move out of our existing business premises (currently shared business/family home) at the north end of Stein.
- (b) **[Economy]** Freeing up space at our existing business premises allows growth, evolution, and diversification.
- (c) **[Place & Economy]** Creates new storage space, not available at jetty head due to success & popularity of 1st phase of the SRP, for craft & equipment for new water-based activities.
- (d) **[Environment]** This equipment (kayaks, sailing-dinghies) would be used for people powered adventures further reducing dependency on fossil fuels assisting us to decarbonise.
- (e) **[Environment]** Prevent environmental damage to the shore from coastal erosion via distribution of silt/ mud over the intertidal zone, and secure habitat and restore biodiversity on land secured.

#### **AIMS & OUTCOMES - ONGOING**

The immediate aims outlined above, create the potential & opportunity to continue to deliver on the **FUNDS THEME AND OUTCOMES** as follows.

**(1) Freeing up space at existing business premises enables business growth & improves sustainability.** Existing business building premises is in 3rds (1/3rd is business, 1/3rd undeveloped, use depends on the family moving out or not, 1/3rd is our home). Creating a new family home at the historic building allows (a) Provision of 'new' expedition accommodation, facilitates a more diverse demographic of customer (b) Creation of communal space utilised for group activities, events, citizen science projects, including community participation. **[Fund theme: People, Place & Economy]**

**(2) New space facilitates evolution of residential expeditions & engagement with new sectors.** We currently run shore-based dive expeditions (Dive & Sea the Hebrides) via our bunkhouse (1/3rd of existing building), most often to groups. Bunkhouse sharing limits how we offer expeditions and to who. Increasing the available space for shore-based expeditions, with diversification of accommodation types within the existing business premises, (a) enables us to offer new expeditions to a wider demographic of scuba dive expedition participants. (a) Assists us to engage with new water-based activities, including kayaking, sailing, snorkelling and wild swimming, (c) offering people powered adventures/expeditions, reduces our business reliance on fossil fuels. **[Fund theme: Economy & Environment]**

**(3) Diversify activities at sea to reduce business dependency on fossil fuels, while promoting environmental responsibility** by (a) Continue and expand our wildlife boat trips (Divers Eye Boat Trips), with opportunities to interpret the local environment, biodiversity and wildlife, its challenges of climate crisis, plastic pollution etc and how to help. (b) Offer delivery of these same wildlife experiences in a more active people powered manner via kayaking, swimming, snorkelling too, reducing business dependency on fossil fuels. (c) Encourage engagement in activities promoting good environmental practice and sustainability. (d) Enhances the local tourism product. **[Fund theme: Economy & Environment]**

**(4) Sustainable employment for young people,** achievement of this diversification and growth, will make it viable for our 2 sons (age 19) to formally join the business. They have been involved in the business as they grew up and are currently gaining qualifications and experience to equip them for this and. Due to impact of the Covid pandemic, on our business & their educational opportunities, they have currently had to leave the island to work on contracts in the renewables industries to gain experience and to fund their career development. Success of this project will lead to new employment opportunities for young people either in the area or brought to the area. **[Fund theme: People & Economy]**

**(5) Evolve our collaborative community Citizen Science activities** and develop a programme of events, we have always been active in citizen science, via \*Seasearch, \*HWDT (cetacean sightings), \*RSPB (sightings) \*SMASS (cetacean standings reporting & data collection) \*organising beach cleans & pollution reporting via facebook.com/SkyeTidyTidelines. A communal activity space onsite will enable us to develop a more formal program of events collaborating with local groups & national organisations. We plan to expand these activities to \*tackle ghost fishing, \*explore rewilding and \*carbon capture initiatives, in a more formal Habitat & Biodiversity Project, as part of our future activities. **[Fund Theme: People & Environment]**

**(6) Improved community sustainability**, by achieving these targets, this makes our community more sustainable through, (a) securing a land and building and bringing it back into use, (b) improved visual amenity, (c) sustainable jobs for young people and retaining them in the local community, (d) enhancing the local tourism product (e) reduced dependency on fossil fuels for tourism & community activity, (f) increased citizen science activity in the community (g) increased environmental awareness  
**[All 4 themes]**

Undertaking the final phase of the coastal defence objectives of The Stein Regeneration Project 20 years on, creates new opportunities and builds on the earlier successes of the primary earlier phase. Secured matched funding from HCCF is at risk of being lost, and in the current economic climate it is unlikely this opportunity will arise again soon. Time and Tide waits for no man – we feel the moment is now!

Additional Information - Visual Presentation, Community Letters of Support, Quotes, Permissions detailed at the end of this application.

We have attached a visual presentation of the projects aims and objectives to provide visual context and bring the project to life. We also attach letters of support from the local business group (Visit Waternish), the residents (Stein Regeneration Group) the local jetty and car park users (Stein Moorings Association).

**Dive & Sea the Hebrides:** <http://dive-and-sea-the-hebrides.co.uk> and [facebook.com/DiveSkye](https://www.facebook.com/DiveSkye)  
**Citizen science projects:** NEWS page <http://dive-and-sea-the-hebrides.co.uk/news-and-chat/>  
**Divers Eye Boat Trips:** <https://divers-eye.co.uk> and <https://www.facebook.com/DiversEyeBoatTrips>  
**Beach Clean Project, Skye Tidy Tidelines:** <https://www.facebook.com/SkyeTidyTideline>

**b) How will the project benefit local communities or the local economy?**

We believe that by completing the coastal defence of the earlier community Stein Regeneration Project, the community and the local economy will benefit in the following ways

- Further protect the integrity of the infrastructure of Stein Conservation Area Village.
- Improved visual amenity at the focal point of the iconic and historic fishing village of Stein.
- Save a historic building from collapse to the shore enabling its recreation/rebuilding as a family home.
- Alleviate pressure on jetty head use.
- Prevent further environmental damage to the shore from coastal erosion via distribution of silt and mud over the intertidal zone.
- Securing land enables habitat and biodiversity enhancements on the foreshore and adjacent land at 16 Lochbay Park.
- Increased capacity will enable future diversity of activity at the business premises of Dive & Sea the Hebrides and Divers Eye Boat Trips offering new tourism products complimentary to those in existence in 'Visit Waternish'.
- Development of people powered v fossil fuel powered based activities at sea.
- Business evolution and growth creates sustainability enabling 2 young adults in the family to join the business and stay in/return to the area.
- Creation new employment for additional young people.
- Development of citizen science activities and more formal project in which locals and visitors alike can participate and contribute.
- Inspiring local community to become more physically active in e.g. swimming groups, etc.
- Engaging local community and visitors in environmental awareness raising, pollution preventions and habitat & biodiversity protection initiatives.

**1. What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

Please refer to 3 letters of support attached from Stein Residents, Stein Moorings Association and Visit Waternish. **File name: CRF1151 – HDS – 3 Supporting Letters**

The last but very visually noticeable infrastructure improvements of the Stein Regeneration Project has been unfunded for nearly 20 years now. It will not be long until the erosion damage becomes

irrecoverable. It is an ugly eyesore at the heart of Stein an important historical fishing village, the central focal point of the tourism community of Visit Waternish.

Waternish has an aging population, and in recent years it has seen a decline in the number, variety and diversity of activity of business, to compliment the many property-based tourism business in the area. This is weakening the local collaborative tourism product. Visitor attractions and activities are essential to the business community's success. Our proposals would enrich that offer. It would breathe some vigour into the area.

It would also expand on organised outdoor and environmental activities in which the residents participate, in turn improving their physical and mental wellbeing.

It will also enable our community to contribute further through citizen science to national projects.

**2. List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Installation of rock armour coastal defence, appointing the rock as soon as funding is secured and contractor available, but ideally pre-tourism season, easter 2023	March 2023
Building of stone retaining wall – in summer of 2023	September 2023
Develop design drawings for planning permission for new family home	Easter 2024
On the basis of these activities being known to be possible, we can then evolve the unused sections of the premises into a gathering / activity room	December 2023
Evolution of citizen science programme & formal consolidated local habitat and biodiversity project	Summer 2023
Introduction of new marine tourism activities at dive centre	Summer 2023
Employment of 2 sons (part-time initially) in the business	Season of 2023

**3. In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

During Construction Phase

- We intend to carry out the rock armour installation pre-season to minimise noise and traffic disruption in village. The work should only take 2-3 weeks to complete so disruption should be brief.
- Undertaken in late winter/early spring it will minimise disruption to local/migratory birds and mammals.

After Construction

- The rock armour work to stabilise the coast will immediately reduce further damage to the tidal foreshore via silt distribution and mud washout from the bank.
- Stabilising the foreshore bank will enable us to secure habitat and improve biodiversity on the adjacent land.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

- The works were put out to tender and 3 to 4 companies/individuals were invited to respond to each part of the works proposed. Local companies were chosen for their local experience, knowledge, and skills.
- The new opportunities that arise for employment, participation in physical activities and citizen science projects will be managed according to our company policies which can be seen here. <https://dive-and-sea-the-hebrides.co.uk/policy/>

**4. Please outline how the project fits with other relevant local plans and strategies.**

**HIGHLAND NATURE: BIODIVERSITY ACTION PLAN 2021 – 2026,**

- Implementing the coastal defence, mitigates against climate change, prevents further damage to foreshore habitat, securing land protects habitat and makes restoration of adjacent habitat possible.
- Lochbay lies in North-West Skye Special Landscape Area, and in the Sea of the Hebrides MPA, and Special Area of Conservation UK0030230. Our citizen science projects integrating with NGOs detailed above, informs and enhances their work and in turn achieves the goals of the above plan.
- Our Citizen Science programme encourages our staff, visitors and local community to become involved in the outdoors, protection and restoration of habitat and biodiversity. It assists in providing sightings, data and statistics to national NGO and educational research projects, measuring the achievements and success of them. Being involved empowers the local community, invests them in ownership of the climate and biodiversity issues we face as a global community.
- Future citizen science proposals for the area to recreate seagrass habitat will enhance biodiversity while also providing carbon sequestration opportunities.
- Encouragement and facilitation of people powered activities and reduction on fossil fuel dependency assist in mitigating against the climate crisis and its numerous threats to habitat and biodiversity.
- Positive environmental messaging and activities, realises the community’s power to effect and create change are vital.
- Our behaviour sets standards and examples, sending powerful messages to all of these we interact with.

**NATIONAL ISLANDS PLAN – STRATEGIC OBJECTIVES**

- To achieve sustainable island economic development,
- Retaining the young local workforce,
- To recognise the potential value of marine and coastal tourism and develop it sustainably,
- Spotlight, celebrate and promote opportunities to experience and enjoy Scotland’s unrivalled Coasts and Waters, encouraging responsible engagement and participation from the people of Scotland and our visitors with Our Natural Environment and Wildlife
- Ensure that the quality of jobs and work are crucial to economic growth, recognising that it is vital, to ensure that **Fair Work are** is at the heart of an inclusive and sustainable growth agenda.
- To align our activities with the Marine Action Plan, amidst the many other island policies.
- Collaborating with other local community business to develop a sustainable, collaborative network of tourism businesses.

All as more specifically detailed in Number 4.3 above.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES / NO</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
Planning Permission was secured for the original project Planning Permission Ref 02/0041/FULSL and it was confirmed for the HCCF funding that permission was still valid as the project was started and can be used by us. Original Planning Permission & Confirmation Email attached, <b>File Name: CRF1151 – HDS – Planning Permission</b>	Unknown to applicant	24.09.2002

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue /Capital</b>	<b>Amount</b>
Rock Armour	Supply & Installation of Rock Armour to specification in drawings included by MacAskill Plant & Machinery Hire	Capital	£41,400
Geocoir Mating	Supply by Greenfix, to stabilise landscaped soil bank to prevent wind/rain erosion and to secure planting. Installation by Gordon MacKay (HDS)	Capital	£ 658 £ 0
Planting Shrubs	Planting of indigenous shrubbery and plants on soil bank to prevent rain/wind erosion. (HDS)		£ 0
Stone Retaining Wall	Donald MacLachlan	Capital	£18,000
Project Supervisor / Management	Gordon MacKay (HDS) – applicant	Capital	£ 0
Total capital expenditure			£60,058
Total revenue expenditure			£ nil
<b>TOTAL PROJECT COST</b>			<b>£60,058</b>
<b>Is VAT included in these costs?</b>			<b>Yes /No</b>
<b>Project expenditure before March 2023</b>			<b>£42,058</b>

## **5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

3 companies were invited to tender for each element of the work to be undertaken for HCCF application in Dec 2020. Revised quotes were sought for the HC Regeneration Fund EOI and were received in October 2022. The preferred applicant returned a revised quote.

**File: CRF1151-HDS-Quotes**

## **SECTION 6 – MATCH FUNDING**

### **6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Highland Council Coastal Community Fund HCCF 148, File name: <b>CRF1151-HDS-Match Funding-HCCF 148</b>	Yes / Dec 2020	Yes / 18.05.21	£25,000
See attached document explaining what other funding has been sought. <b>CRF1151-HDS-Other Funds Sought</b>			
<b>Total match funding</b>			<b>£ 25,000</b>
<b>CRF requested</b>			<b>£ 35,058</b>
<b>Total project cost</b>			<b>£ 60,058</b>

## 6.2 Will the project involve “in kind” support?

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES / NO**

**Please detail:**

Yes, Partner in the business Gordon MacKay, will be the project Manager and Supervisor. His background as a commercial diving supervisor undertaking oil construction and civil engineering projects equips him for this work. Also, and more recently he has been sub-contracting to the renewables industry laying subsea cables and connecting them ashore.

Aileen Robertson, was responsible for the project management from concept to mobilisation to site of the earlier project.

## 6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?

We require public funding for this project which is essentially the last phase of a community project. We are seeking to undertake the final phase of coastal defence in The Stein Regeneration Project which was conceived, developed, and delivered between 1999 and 2006. It was a voluntary project managed by Aileen Robertson (one of the applicants). This project, centred on the iconic, and historic, fishing, Conservation Area village of Stein, whose designation was awarded in recognition of Steins architectural significance due to its links with engineer Thomas Telford’s British Fishery Society Project.

The larger earlier stage of the project was funded 100% by public funds and undertook the installation of coastal defence throughout the village of Stein (\*except at 16 Lochbay Park now applied for), reorganisation of the jetty head and fisherman’s storage area and significant improvements to the Stein Jetty. \*16 Lochbay Park, although central to the focal point of the village and included in the original project, was eventually excluded at funding stage, for legal reasons connected with it being in unknown ownership. Since then, and after much private research we found the owner and purchased the land.

Had it not been for forced temporary closure of our business, due to household mixing rules, for 2 years of the Covid pandemic and more recently supply chain issues directly connected to the Ukraine war forcing a 3<sup>rd</sup> year of closure, we would have endeavoured to allocate funds through our business, if not in full at least partly, to undertake this project ourselves. We have endeavoured to secure match funding sources as described in the attached document. **File Name: CRF1151–HDS–Other Funds Sought.**

In the intervening time the coastal erosion situation has become very much more serious, in fact accelerated and exacerbated by the jetty extension of the earlier project, and there is serious threat of loss to the shore of the historic building above the eroding soil bank/cliff. Time is not on our side.

Simultaneously numerous other demands are being made on our limited funds to comply with recently introduced legislative changes eg, for re-engining our vessel to reduce fossil fuel use, property improvements for EPC, cost involved with Short Term let Licensing, upgrades require for compliance with new fire regulations, MTD for Vat, and 2 young adults/school leavers ongoing training and education. We have absorbed that along with payment of fixed operating costs through 3 years of closure. Time is of the essence with this accelerating coastal defence and the limit of time on the HCCF funds already secured limits the time left available for funding this ourself.

There is considerable and serious loss of visual amenity at the central focal point of this architecturally important village, often described as an eyesore.

File Name: **CRF1151–HDS–Visual Presentation of Project Ambitions**

Securing of the land will also increase capacity for further business activity, complementary to the needs of the other business users in Visit Waternish for the evolution of community citizen science project bringing socio-economic benefit.

If the project is not undertaken soon, it will simply become unviable, by being further eroded and destabilised, requiring a more complex engineering solution, increasingly out of financial viability, and therefore to the longer-term detriment of this important architectural historic village.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

<b>7.1 Will the project generate revenue?</b> <i>Please provide a copy of the budget forecast with the application.</i>	
YES / NO	
If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?	
Not applicable	
<b>7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?</b>	
NA	
<b>7.3 Have you considered taking out a loan for the project?</b>	
YES / NO	
Please state your reasons:	
NA	
<b>7.4 Have you had support from other organisations in developing the project?</b>	
<b>For example:</b>	<b>Details</b>
Business Gateway	
HIE	
Other	


<b>7.5 Have you previously received public funds for the organisation?</b>		
YES / NO		
If yes, please provide details of awards for the last 3 fiscal years:		
Funding	Year of award	Amount £



## SECTION 8 – SIGNATURE

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
<b>Signature:</b> 	<b>Print:</b> Gordon MacKay	<b>Date</b> 05.12.2022

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Not Applicable
<b>2</b>	<b>Committee Members or Directors List</b>	Not Applicable
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	Yes
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	Yes
<b>6</b>	<b>Bank statement – latest available</b> * <i>please provide a statement below declaring what the remaining bank balances are for.</i>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Yes x 3
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	Not Applicable
<b>10</b>	<b>Relevant insurance policies</b>	Not Applicable
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	Not Applicable
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
<b>13</b>	<b>Partnership agreement</b>	Not applicable
<b>Reason for missing documentation:</b> None missing		
<b>Declaration what the remaining bank balances are for:</b>  Funds remaining are required for the following;  <ul style="list-style-type: none"> <li>(1) Marine Engineers fee for installation of 2 new engines.</li> <li>(2) Marine Surveyors – survey of compliance for re-certification of passenger license.</li> <li>(3) Installation of diver lift on charter vessel.</li> <li>(4) Annual liferaft hire renewal</li> <li>(5) Insulation work for EPC at Dive centre Bunkhouse.</li> <li>(6) Building Warrant Application.</li> <li>(7) New STL License for Dive Centre Accommodation.</li> <li>(8) New website for Divers Eye Boat Trips with online booking functionality.</li> <li>(9) Annual Accountants Fees.</li> <li>(10) Fixed Overheads &amp; Running Costs until April 2023.</li> </ul>		



**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)

Supporting Documents sent with this application are as follows;

Planning Permission: **CRF1151-HDS-Planning Permission**

Policies: **<https://dive-and-sea-the-hebrides.co.uk/policy/>**

Match Funding: **CRF1151-HDS-Match Funding-HCCF 148**

Bank Statement: **CRF1151-HDS-Bank Statement**

Annual Accounts: **CRF1151-HDS-Annual Accounts ye 28.02.22**

Supporting Letters: **CRF1151-HDS-Supporting Letters**

Title Deed: **CRF1151-HDS-Title Deed-INV16303**

Quotes: **CRF1151-HDS-Quotes**

Other funds Sought: **CRF1151-HDS-Other Funds Sought**

Presentation: **CRF1151-HDS-Visual Presentation of Project Ambitions**



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1169	
<b>1.2 Organisation</b>	Glendale Community Hall Association	
<b>1.3 Project title</b>	<b>Glendale Community Hall Flood Defence Measure Upgrade Project</b>	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£17,775.90
	<b>Match funding</b>	£7,643.56
	<b>Grant requested</b>	£10,132.34
<b>1.5 Start date</b>	Within Two Days of Receiving Full Funding Approval and Sign Off of the Proposed Project. (Glendale Community Hall Association Cheque Payment for 50% of project cost for supply and installation of doors)	
<b>1.6 End date*</b>	<p>Within Eighteen Weeks of Receiving Full Funding Approval and Sign Off of the Proposed Project.</p> <p>Proposed project end date of 21<sup>st</sup> April 2023 is based on the site survey of the Glendale Community Halls doors being carried out in the first week of January 2023, there is a manufacturing lead time of 12 weeks, and contingency for installation of the doors in the event of a longer manufacturing lead time and to avoid the Easter holiday period. There is potential scope to bring this project in earlier than the planned end date of the 21<sup>st</sup> of April 2023.</p>	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	X

**1.8 Privacy Notice**

Please confirm you have read and understood the Community Regeneration Funding privacy notice: [Privacy Notice](#)

YES

**SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	David Atherton
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Glendale Hall Treasurer
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	NA

**SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group	X	
Public body		
Charity	X	SC023732
SCIO		
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
--	-----------

<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>	Whole	Partial	None			X
Whole	Partial	None					
		X					

**Details:**

<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
Dave Atherton Project Lead for Glendale Community Hall Flood Defence Upgrade Project (Treasurer)	Worked in the power generation industry for over 40 years. In maintenance & managing plant outages / projects and contract companies, where budget management and delivery of project to schedule were key deliverables
Jane French (Secretary)	I worked in a customer facing job in Suffolk for 13years, my job included tax and wages and vat. Calculating staff wages and generally making sure the business was running smoothly. I then had my children and changed jobs to child care and trained in first aid. I did my own accounts and tax returns for 20years. I worked in the catering industry and was responsible for staff welfare and finance for the company for 10years. I have been the halls secretary for 2 years and I am responsible for minutes and the bookings for the hall and entry to the hall for any businesses that need to check the fire/safety aspect of the hall. I am also a contact number for the businesses who like to use the hall for music evenings etc.
Rowena Mackinnon (Committee Member)	Worked 20 years in the hospitality sector. A member of community council for 8 years. Working partner at Scorr Farm Glendale
Sarah Wiggins (Chairperson)	Production manager with professional audio equipment manufacturer for 20+ years. Receptionist at a large farm and equine vets practice for 10 years. Wide-ranging experience with local committees, voluntary work for Oxfam and served as parish councillor in West Oxfordshire. I have lived in Glendale for 5 ½ years

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
Glendale Community Hall, 4, Lephin, Glendale, Isle of Skye IV55 8WJ
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
Glendale Community Hall land lease is included in their application support documentation

### 4.3 The Project

**(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.**

Glendale Community Hall Association proposal is for an "Environmental" project.

With the location of Glendale Community Hall there is an ongoing and increasing risk of flooding resulting from climate change issues.

It is not physically practical or financially cost effective to install flood defence systems around the Glendale Community Hall perimeter with the River Hamara, thus preventing the River Hamara when in a flood condition from bursting it's riverbanks causing floodwater to put Glendale Community Hall at risk of flooding.

The cost of flooding to Glendale Community cause two significant costs, which are the financial cost of cleaning and refurbishment of Glendale Community Hall following a flooding incident, and the more serious and important cost is that of the local community and visitors losing a focal point for the community and the activities undertaken / meeting others is removed for a long period of time if Glendale Community Hall is Flooded

The purpose of the Glendale Community Hall project is to remove the greatest risks of the hall being flooded, by installing the highest standard of flood defence doors without causing any access issues for users or visitors with mobility issues.

The second flood control measure within our project, is the fitting of non-return valves into the foul water outlet pipes from the hall toilets, the function / operation of these valves is to prevent rainwater off the hall building roof and lying flood water on the adjacent ground, to enter the halls rainwater drainage system, and back filling the foul water outlets from the hall toilets, which would result in hall flooding occurring.

**(b) How will the project benefit local communities or the local economy?**

The project benefits the local community using the hall and by visitors using the halls toilets and having a community hall where the risk of serious flooding / flood damage has been removed. Thus, removing a prolonged duration where the community hall would be closed while the hall is cleaned, and refurbishment is being carried out.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The Glendale Community Hall Flood Defence Upgrade Project is to prevent serious flooding of the Glendale Community Hall, making the hall unusable for a considerable duration. The flooding which occurred in August 2017 closed Glendale Community Hall for a year, while cleaning and refurbishment of the community hall was carried out.

**General Overview of the clean-up and refurbishment of Glendale Community Hall following the flooding in August 2017**

- Glendale Community Hall was flooded **23<sup>rd</sup> of August 2017** and only reopened **22<sup>nd</sup> of September 2018**
- The local community saved what equipment they could while working safely

- Zurich insurance appointed a loss adjuster to review the damage caused by flooding and made recommendations to Zurich on required scope of work that had to be undertaken.
- All unaffected items were removed from the hall by a specialist cleaning company, these items were cleaned and stored by this company until they were able to be returned a year later. This company also carried out a major cleaning of the hall building internally and externally prior to any other work commencing.
- All the kitchen units and large appliances and small appliances stored in low level cupboards had to be replaced.
- Carpets were replaced, the major task with floor coverings was that all the sport hall specification wooden flooring had to be removed and replaced in the main hall, along with the one-metre-high wooden panelling within the main hall.
- All electrical circuits had to be checked and equipment replaced.
- The hall's underfloor heating system had to be refurbished.

### **Cost of Hall Cleaning & Refurbishment following the hall flooding in August 2017**

- The entire cost of the hall cleaning of the internal / external hall structure / equipment that was unsalvageable, replacement of all damaged items and the hall refurbishment costs. Were covered by the high level of insurance cover Glendale Community Hall Association held with Zurich Insurance.

In 2022 Isle of Skye has experienced very high levels of heavy and long periods of rain, which puts Glendale Community Hall at risk of flooding, the risk Glendale Community Hall is facing was highlighted within a week of submitting their CRF Expression of Interest when the car park was flooded (please see photos in the supplied support documentation).

Glendale Community Hall was very fortunate not to be flooded on the 10<sup>th</sup> & 11<sup>th</sup> of October this year from another exceptional deluge of rain, the major factor why the hall was not flooded via the emergency exit door was that there were no high tides in Loch Pooltiel. As the combination of the River Hamara in flood and high tides in Loch Pooltiel restrict the flow of water from the river into the loch causing the River Hamara to burst its banks adjacent to the Glendale Community Hall.

In our submitted letters of support for the Glendale Community Hall flood defence upgrade project you can see the importance of Glendale Community Hall to the local community and the impact a flooded hall has on the community.

Some of the local groups affected by closure of Glendale Community Hall are the church, pre-school playgroup, IT support group, lunch club for the over sixty's, arts development group, music group, indoor bowls club, badminton, five aside football, a venue for the local community to hire for special events such as birthday parties and in 2022 we held our first wedding reception, the Highland Council and Scottish Government as they use Glendale Community Hall as a polling station, local craft people selling their artwork and crafts.

Flooding has a major impact on the revenue that Glendale Community Hall can generate to support the hall operation / maintenance and the local community and visitors to Glendale Community Hall using the hall toilets as the next nearest toilets are 8 miles away.

The weekly craft fairs from beginning of April to the end of October, these are the major source of income generated by the hall, not only from local craft workers hiring a stand but from the sale of refreshments. The income from general hall hires and major hall hires from film crews as in 2019 and 2022, who use the hall as a base camp and helicopter landing area. Any period of

time when the hall is not open has a financial impact on Glendale Community Hall which was also seen during 2020 major Covid restrictions which shut Glendale Community Hall.

Letters of Support for the Glendale Community Hall Flood defence upgrade project included in the Glendale Community Hall full funding application documentation.

The following groups / residents have submitted Letters of Approval for the Glendale Community Hall Flood Defence Upgrade Project

1. Dr Pamela Shurmer-Smith
2. Andrew Stables
3. Glendale Church
4. Glendale Ladies Arts development
5. Diane N J Hampson
6. Kate Forbes MSP Cabinet Secretary for Finance and Economy
7. Roger Holden
8. Kevin Stockley
9. John Louis
10. Bryony Anderson

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Procurement of Replacement Doors and “Foul Water” Non-Return Valves, “Placement of Purchase Order” 50% of the “Total Project Cost”	Within 2 Days of Funding Approval
Replacement door manufacturing completed, and a cheque payment of 25% of the replacement door manufacturing and installation cost being made by Glendale Hall Association	Twelve Weeks following placement of purchase order
Installation of Replacement Doors, and installation of non-return valves into the halls foul water system pipework	21 <sup>st</sup> April 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

There will be very limited environmental impact with this proposed project, for the following reasons.

- Glendale Community Hall have asked StromMeister Limited manufacturing / installation company for their environmental statement, which is included in the supplied supporting documentation under Stormmeisiter support information.
- The removed doors would be offered for upcycling in a non- flood risk installation within the local community.

**Climate Change Issues**

In the past two years, we have seen more frequent periods of heavier and prolonged rainfall in the Glendale area, which has put Glendale Community Hall at an increased risk of flooding / flood damage.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

Glendale Hall proposed main entrance and emergency doors will have a low door threshold frame, which satisfy / comply with Part M regulations, for disabled access and egress within buildings.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The only future ongoing costs of this project will be for routine maintenance of the doors, the maintenance of the doors will be funded by Glendale Community Hall Association.

This project substantially reduces the risk of flooding to the Glendale Community Hall, which in turn protects Glendale Community Hall Association’s main asset the building structure itself, and the internal fixtures, furniture and equipment. The proposed flood defence upgrade will allow Glendale Community Hall to be open to the community and for visitors to use the hall’s toilet facilities when heavy rain is forecast. As the current flood barriers will not have to be installed as at present, because the replacement doors provide the flood defence protection.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

There are no other relevant plans and strategies for flood control adjacent to Glendale Community Hall, the proposed funding application made by Glendale Community Hall is a standalone project to protect Glendale Community Hall from serious flooding events.

**4.4 Does the project require planning permission or other statutory regulatory consents?**

**NO**

*If YES, please detail below - provide evidence with the application if granted.*

Type	Applied – Yes/No <i>(include date)</i>	Granted – Yes/No <i>(include date)</i>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.

Budget Heading	Detailed costs	Revenue/Capital	Amount
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Procurement	Replacement Hall's Main Entrance Doors (Low Threshold Compliant with Part "M" Regulations).	Capital	£4,200
Procurement	Heavy Duty Door Closures for the main entrance doors	Capital	£384
Procurement	Replacement Hall's Emergency Exit Door. (Low Threshold Compliant with Part "M" Regulations).	Capital	£3,120
Procurement	Of Emergency Exit Crash Bar	Capital	£336
Procurement	Replacement of External Storeroom Door. (Standard Threshold no wheelchair access required)	Capital	£2,966.40
Procurement	Four off Foul Water system Non-Return Valves	Capital	£277.52
Installation	Removal of Existing Doors, recycling and Replacement with Upgraded Flood Defence Doors	Capital	£5,658.72
Contingency	To Cover any issues, manufacture and with installation of the replacement doors, Estimated Contingency Cost is based on 5% of the total project cost for supply & install by StormMeister Limited  The only real risk to the budget costs detailed above requiring use of the contingency funding, is if the project was approved after thirty days of the StormMeister Limited quotation date of 29 <sup>th</sup> November 2022. As StormMeister Limited material / manufacturing costs could have increased.	Capital	£847.14
Total capital expenditure			£17,775.90
Total revenue expenditure			£0.00
<b>TOTAL PROJECT COST</b>			<b>£17,775.90</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£8,471.32</b>
Based on Payment schedule of StormMeister Limited supplying and installing the flood defence doors total costs, and the purchase of the non-return valves for the foul water system pipework.			
If there were an early approval of the Glendale Community Hall Flood Defence Upgrade Project, an early manufacturing completion date could be achieved with would trigger another payment of <b>£4,235.66</b> before end of March 2023 to StormMeister Limited. (This figure is of 25% is based on Payment schedule of StormMeister Limited supplying and installing the flood defence doors total costs, and the purchase of the non-return valves for the foul water system pipework)			
So a possible Project Expenditure before March 2023 could be <b>£12,706.98</b>			

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

The costs entered above relating to the procurement and installation of the upgraded flood doors, are from Glendale Community Hall Association preferred supplier and installer. Quotation included in funding application support documentation.

Due to the high value of the procurement and installation of the upgraded flood doors to a single company, further quotations were obtained from other companies, there are a limited numbers of companies that can supply low threshold flood defence doors which are critical for people with mobility issues. This was a very limiting factor in obtaining quotations, but Glendale Community Hall Association did identify two further companies and requested quotations one company supplied a full quotation and the second company replied saying they were unavailable to provide quotation for flood defence doors for approx. 6 to 8 months due to a backlog of orders. This quotation and information are including in our funding application support documentation.

A cost saving of £210 was identified on the preferred suppliers / installers quotation was identified, by not having wood grain finish on the outer face of the external storeroom door and we are not having the wood grain finish.

The cost of the non-return valves is following an internet search, preferred supplier is Heating Parts Warehouse.

A five percent Contingency (£847.14) of the total flood defence upgrade project has been included in the Total Project Cost, the only factor which could result in a requirement to use any of the Contingency Fund is if there were a delay of greater than 30 days from StormMeister Limited quotation date or any unforeseen issues when installing the replacement doors. So, it is anticipated that there will an underspend on £847.14 on the Total Project Cost, for the Glendale Community Hall Associations Flood Defence Upgrade Project.

Below are links to our preferred door supplier SromMeister, low threshold doors and testing of their doors

<https://www.stormmeister.com/wp-content/uploads/2021/01/StormMeister-Low-Threshold-Flood-Door-Brochure.pdf>

[https://www.youtube.com/watch?v=Z7t\\_RE1qeIQ](https://www.youtube.com/watch?v=Z7t_RE1qeIQ)

Foul Water Non-Return Valve information

<https://heatingpartswarehouse.co.uk/product/buffalo-non-return-valve-stainless-steel-4-inch-110mm-prevents-rats/>

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Glendale Community Hall Association	YES 16/11/2022	YES 29/11/2022	£3,400.00
Kames Fish Farming Limited	YES 21/11/2022	YES 29/11/2022	£4,343.56
<b>Total match funding</b>			<b>£7,643.56</b>
<b>CRF requested</b>			<b>£10,132.34</b>
<b>Total project cost</b>			<b>£17,775.90</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

A Glendale Community Hall Association Committee Member will be the Project Manager for upgrading of flood defences at Glendale Community Hall, and will install the non-return valves into the foul water system pipework.

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

The total project of upgrading Glendale Community Hall’s flood defences, is more than the funding that Glendale Community Hall Association could commit, without risking the future viability and ability to maintain Glendale Community Hall’s structure, fixtures, furnishing and equipment for future years.

In the current financial climate, there is only one source of funding locally to contribute to the total project cost. Unfortunately, the Glendale area does not have any wind farm projects where the developer / owners make community funding payments. The Glendale Community Hall Association Flood Defence Project would be perfect for a wind farm community funding support package

Unfortunately for the reason given above, the Glendale Community Hall Flood Defence Upgrade Project will not proceed.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

NA

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The nature of Glendale Community Hall’s Flood Defence Upgrade Project has zero impact on local organisations / businesses, as it is an upgrade of only Glendale Community Hall infrastructure.

**7.3 Have you considered taking out a loan for the project?****YES**

Glendale Community Hall Association committee members have considered taking out a loan for this project, but decided against taking out a loan for this project for the reason stated below

**Please state your reasons:**

Glendale Community Hall Association committee member's views were that they did not want to increase the halls ongoing expenditure, by paying interest on the loan taken out for the hall's flood defence upgrade project.

**7.4 Have you had support from other organisations in developing the project?****For example:****Details****Business Gateway**

No

**HIE**

No

**Other**

No

**7.5 Have you previously received public funds for the organisation?****YES****If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Coastal Communities Fund Project Ref No. HCCF206	2021	£25,014.56
Highland Council Comfort Scheme (June to 31 <sup>st</sup> March) Monthly Payment of £200	2021	£2,000
Highland Council Comfort Scheme (April to 31 <sup>st</sup> March) Monthly Payment of £200	2022	£2,400
Highland Council Village Hall Grant	2019	£500
Highland Council Village Hall Grant	2021	£500

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

**8.1 Main applicant, chairperson or equivalent** – the person signing this application has the authority within the organisation to apply for grant funding

**Signature:**

**Print:**  
David Atherton  
Treasurer

**Date****01/12/2022**

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	NA
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	YES
<b>5</b>	<b>Confirmation of match funding letters</b>	YES
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	NA
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	NA
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	NA
<b>Reason for missing documentation:</b> There is no missing documentation with the Glendale Community Hall Association application.		
<b>Declaration what the remaining bank balances are for:</b> <ul style="list-style-type: none"> <li>• Payment of outstanding money to Good Energy Glendale Community Hall's energy supplier for underpayment for electricity, Good Energy have admitted underpayment by Glendale Community hall is their mistake. At present the estimated sum outstanding is £2,200</li> <li>• Increased cost of future energy, our new monthly direct debit is £415 including the governments energy support funding.</li> <li>• Exterior painting of Glendale Community Hall we have been given estimated cost of £6,000</li> <li>• External &amp; Internal Maintenance for example replacement of badly weather worn wood cladding, upkeep of the external grounds</li> <li>• The cost of having the hall valued for an insurance value to ensure we have the correct level of insurance cover, to account for the increase in building materials and labour costs. Glendale Community Hall has been quoted by a firm of chartered accountants £1,320 to carry out an insurance valuation of Glendale Hall</li> <li>• Continued support of the warm room, and other community or charity events within the Glendale Community.</li> <li>• Glendale Community Hall has asked Black Isles Renewables to review the halls heating system and propose possible energy saving upgrades.</li> <li>• Payment of accountancy fees, the cost for the last financial year accountants were £828</li> <li>• Continued purchase of consumables used in providing the hall's toilets and going forward costs for the provision of providing a toilet attendant, both costs relate to Glendale Community Hall providing toilets for visitors to the Glendale area.</li> <li>• Contingency of any unexpected maintenance issues and replacement of equipment</li> <li>• Support of the refurbishment of the de-fib unit stationed at the Glendale Community Hal</li> </ul>		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	<b>CRF1196</b>	
<b>1.2 Organisation</b>	Sleat Community Trust	
<b>1.3 Project title</b>	Overhaul of SRL Wood Fuel Business	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£
	<b>Match funding</b>	£
	<b>Grant requested</b>	£
<b>1.5 Start date</b>	Immediate – ready to order	
<b>1.6 End date*</b>	Contractor completion date TBC, but within 2023.	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	
<b>Economy</b>	X
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
<p>Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a></p> <p><b>YES / NO</b></p>

## SECTION 2: CONTACT DETAILS

<b>2.1 Main contact name</b>	Gordon Matheson
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Assistant Business Development Officer
<b>2.3 Address</b>	Trust Offices Arvasar Isle of Skye
<b>Postcode</b>	IV45 8RS
<b>2.4 Email address</b>	gordon@sleat.org.uk
<b>2.5 Website address</b>	<a href="http://www.sleat.org.uk/">http://www.sleat.org.uk/</a> (New site in development)

## SECTION 3: ORGANISATION DETAILS

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	X	264198
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SCO35316
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>YES / NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES / NO</b>
--	-----------------

<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>	Whole	Partial	None			X
Whole	Partial	None					
		X					

<b>Details:</b>
-----------------



<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
Gordon Matheson	Project Management
MJ Harrison Supplies Ltd.	Precast Concrete Dealer
Iain Morrison	Building Contractor (subject to tender)
Highland Roller Doors	Provide and Install new doors

**SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
Woodshed Tormore Community Forest Sleat, IV45 8RX
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
<b>The land and building are owned by Sleat community Trust.</b>

<b>4.3 The Project</b>
<p><b>(a) Please summarise the project, explaining how it will achieve the funds’ themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>Sleat Community Trust’s commercial subsidiary, Sleat Renewables Ltd. operate a Woodfuel business out of Tormore Community Forest. Our long-term forestry plan envisages the community owned asset operating as a sustainable woodland, providing biomass wood fuel to local customers. This will help take our community towards Net-Zero, while generating funds to develop amenity access in the forest for people of all ages – with a children’s forestry school, mountain bike and foot trail access, and arts &amp; social activity spaces.</p> <p>Our existing commercial customers (including Sabhal Mor Ostaig and Lochalsh Leisure Centre) benefit from Biomass Suppliers List (BSL) quality assured woodchip. We also supply domestic customers with split log, or log lengths for self-prepared firewood. While our woodchip is within the BSL quality assurance standards for moisture content, this is challenging to sustain in the winter months. This part of the Woodfuel Business Overhaul is an essential first step to improving the production and storage of our woodchip.</p> <p>This phase of the overhaul is in making initial improvements to the fabric of our production and storage shed. The rollers doors have become defective; and concrete cladding was originally fitted to only 40% of the shed walls. This leaves the majority of wall space unable to support the weight of woodchip piled against it, and prone to condensation build up, hampering good drying in the winter months. Concrete cladding will strengthen the walls allowing us to move, and thus aerate the stacked chip to improve its moisture content more reliably.</p> <p>The Woodfuel business benefits the local ECONOMY by contributing to community wealth generation, through:</p> <ul style="list-style-type: none"> <li>• reduced transport and delivery costs to lower energy bills</li> <li>• using local labour in production and delivery</li> <li>• recycling biomass ash waste into useable products (e.g. fertilizer)</li> </ul>

**(b) How will the project benefit local communities or the local economy?**

The overall goal of this project is for Sleat Renewables to produce better quality woodchip (i.e. woodchip at a lower moisture content). This will offer our existing customers a more efficient product – and improved energy costs. These benefits will be felt in education, recreation and community facilities across South Skye and Lochalsh.

The same improvements will open up new customers who currently face high delivery costs to bring biomass/woodchip fuel into the area, as our product will be of comparable quality, while being locally sourced.

As a source of more consistent sustainable Woodfuel emerges within the community, we hope this will allow developers to show more favourable consideration to this lower carbon heating source in future. (E.g. the development of Torabhaig Distillery wasn't able to consider biomass heating, while a comparable sized development in Ardnamurchan did.)

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The provision of locally produced, sustainable Woodfuel makes biomass heating a viable option for commercial or domestic projects in development in our community. Overhauling the production of woodchip to guarantee a better quality product all year round will allow us to contribute to sustainable and cost-efficient heating needs, and new developments go through design and planning stages in our community.

In 2019 one local biomass boiler switched to a more distant supplier (with associated higher delivery costs), due to an inferior quality product available locally. We've been given assurances that if this quality issue is overcome, the supply to this boiler may be reconsidered (see attached email from Domhnall Angaidh MacIlinnein.)

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Order Prestressed Concrete panels (supplier has spec on file from original construction of shed).	Confirmation of order
Take Delivery of Prestressed Concrete panels	+1 Month from order
Installation of Prestressed Concrete panels	Dependent on contractor work schedule
New Roller Doors	March 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

**Sleat Community Trust is committed to developing sustainable energy solutions for our community in Sleat. This goal is delivered through the activities of our commercial subsidiary, Sleat Renewables Ltd. The delivery of a more efficient Woodfuel has a direct carbon emission impact, taking our community towards Net Zero.**

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

**The Trust's three significant Woodfuel consumers meet high Equality standards in their respective spheres of operation: Further/Higher Education at Sabhal Mor Ostaig; Recreation & Health/Wellbeing at Lochalsh Leisure Ltd.; and Community facilities at the Camuscross & Duisdale Initiative (An Cruibh).**

**By offering an improved service to these facilities, SCT is confident we are serving the interests of groups with protected characteristics.**

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

This is a capital project that will lead to long term improvements in the production and supply of Woodfuel to other anchor organisations within our community.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

**Overhauling the Sleat Woodfuel Business will have direct contributions to the Skye & Raasay Future ambitions and priorities.**

**Climate Action & Resilience**

**Sleat Community Trust has been at the fore in seeking to develop low carbon / net zero contributions in our community. The goal with a community owned forest is to deliver a sustainable Woodfuel, alongside peatland restoration, and other renewable projects (e.g. our micro-hydro scheme). Taking small steps to improve the quality of the Woodfuel we offer to customers in the community will contribute to the giant leap we all need to take in the face of a climate emergency.**

**Diverse and Green Economy**

**Our original Expression of Interest to the Community Regeneration Fund outlined our wider ambition. SCT seeks to create more employment opportunities in our community, relating to the Green Economy. But in order to achieve this, we recognise the need to take smaller steps towards developing our infrastructure.**

**Making improvements to the shed space now will allow us to expand our operations in the future – taking us towards the aspirations in our community.**

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>		<b>YES / NO</b>
If YES, please detail below - provide evidence with the application if granted.		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Concrete Panels	<p><b><u>Pre-stressed Horizontal Panels &amp; Bunker Walls</u></b> Further to your enquiry and our conversation earlier, I have pleasure in providing a quotation to supply and deliver to Sleat as follows:</p> <p><b>16no. 4572mm long x 1000mm high x 100mm P.S. Panels</b> <b>6no. 3333mm long x 1000mm high x 100mm P.S. Panels</b></p> <p><b>2no. 1.5m high x 1.2m wide Bunker Walls</b> <b>£7,250.00 + VAT</b></p> <p><b>2no. 24mm Swivel Loops (to put panels in place) @ £100.00</b></p> <p>The above prices are excluding VAT and include fixing bolts and brackets for the panels.</p> <p>Quote by email attached</p>	Capital	£8,820 (Inc. VAT)
To fit Concrete panels	To fit prestressed concrete panels within existing shed at Tormore	Capital	£2,400 (Inc. VAT)
Roller Doors	To supply and fit – Isle of Skye IV45 8RS (Near Armadale/Ardvasar). 2 No. Galvanised steel roller shutter doors, constructed from galvanised steel interlocking lathes with galvanised steel 'T' section bottom rail, assembled on a steel roller mounted on a bright steel shaft, supported on steel supporting	Capital	£11,660 (Inc. VAT)

	brackets and fixing angles, galvanised steel channel side guides with continuous galvanised support angles. To suit opening: 2 @ 4000mm wide x 3750mm high <input type="checkbox"/> For the sum of £4490 (four thousand four hundred and ninety pounds) per door plus VAT. Inclusive of chain operation with chain locking angle. Please note: <input type="checkbox"/> any additional hoist hire/scaffolding hire at cost if required. (Quoted as £500 from local firm) Extras <input type="checkbox"/> Top brush seal £40 per metre.  Quote by email attached)		
Total capital expenditure			£22,880
Total revenue expenditure			£nil
<b>TOTAL PROJECT COST</b>			<b>£22,880</b>
<b>Is VAT included in these costs?</b>			<b>Yes / No</b>
<b>Project expenditure before March 2023</b>			<b>£22,880</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Quote from Iain Morrison to fit the concrete panels based on work in addition to other work expected on site as part of our original EoI. £2,000 + VAT was his estimate, but it was agreed this should go out to tender at the time.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO (include date)	Granted YES / NO (include date)	Amount £
Sleat Renewable Ltd.		Yes	£11,660
<b>Total match funding</b>			<b>£11,660</b>
<b>CRF requested</b>			<b>£11,220</b>
<b>Total project cost</b>			<b>£22,880</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES / NO**

**Please detail:**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

**Sleat Community Trust face significant hurdles to undertake the full overhaul of its wood fuel business. The Woodfuel business generates funds contributing to the operation and sustainability of the Tormore Forest – not only in developing community amenity access, but in replanting to fully secure this resource for the future.**

**We aspire to broaden our economic impact, providing skills and training in timber operations to a group of operatives locally. However, this investment is impossible for us as a Development Trust, without public funding. Our Long-term Forest Plan dictates some of our reserves must be invested in replanting; we face staggering energy costs in operating a community shop; our recent Peatland Restoration has left us with a significant VAT liability, so the reserves reflected in the SCT and SRL accounts are not available to meet project investments on this scale.**

**We continue to work towards self-sustainability, and this project takes us towards that goal with an improved commodity available in community.**

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects **ONLY**. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? *Please provide a copy of the budget forecast with the application.***

**YES / NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

7.3 Have you considered taking out a loan for the project?	
YES / NO	
Please state your reasons:	
7.4 Have you had support from other organisations in developing the project?	
For example:	Details
Business Gateway	
HIE	
Other	

7.5 Have you previously received public funds for the organisation?		
YES / NO		
If yes, please provide details of awards for the last 3 fiscal years:		
Funding	Year of award	Amount £

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding		
Signature:	Print: Gordon Matheson	Date 12/12/22

8.2 Supporting documents checklist. You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.	YES / NO or Not applicable
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1	Constitution or articles and memorandum	Yes
2	Committee Members or Directors List	Yes
3	Permissions – i.e. planning, building warrants, marine licences	N/A
4	Policies – i.e. child protection, health and safety, equal opportunities	Yes
5	Confirmation of match funding letters	Extract Minute
6	Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.	Yes
7	Annual financial accounts – latest available	Yes
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos	Yes
9	Business plan (revenue generation projects only)	N/A
10	Relevant insurance policies	Yes
11	Job descriptions (CRF funded posts only)	N/A
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes
13	Partnership agreement	N/A
<b>Reason for missing documentation:</b> Match Funding – extract minute of SRL Board agreeing to purchase new doors. This has been a long standing component of the Woodfuel overhaul project.		
<b>Declaration what the remaining bank balances are for:</b>		

Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)





# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1213	
<b>1.2 Organisation</b>	Uig Community Trust (UCT)	
<b>1.3 Project title</b>	Uig regeneration projects	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£45000
	<b>Match funding</b>	£22500
	<b>Grant requested</b>	£22500
<b>1.5 Start date</b>	Dec 2022	
<b>1.6 End date*</b>	Dec 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	X
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
YES / NO

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Billy Harley
<b>Contact number</b>	[REDACTED]
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Chairman
<b>2.3 Address</b>	[REDACTED]
<b>Postcode</b>	[REDACTED]
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	X	SC193439
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SC041733
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>YES / NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES / NO</b>
--	-----------------

<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Whole	Partial	None			
Whole	Partial	None					

<b>Details:</b>

3.6 Project delivery team	
Name	Job title/area of work
Board of the Uig Community Trust	Directors responsible for overseeing and directing the
	Local development officer (LDO)
TBC	Local Development Officer (LDO)

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Uig Community Trust coverage area – from Glenhinnisdale to the local boundary of Kilmuir IV51 9YD
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
N/A

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The core project that we are seeking funding for at this stage is the creation of a Local Development Officer (LDO) post. The successful candidate will initially start with the following projects;</p> <p>The Uig Primary School building is seen as an important asset both for the community and as a potential catalyst for growth in the area for community use and for economic development. The community is seeking to take ownership of the facility from Highland Council and has already formally submitted a note of interest to the Highland Council. As a culturally significant building with deep community ties the aim of the project is to take ownership of the school and undertake redevelopment in order that it can be put to use in a capacity which will be valuable to the community and sustainable in terms of maintenance and management. Suggestions for use have already been put forward such as retail units and affordable housing. The need for affordable housing has often been highlighted not just in the local area but across Skye. These comments come from local community members who attend community events and are engaged with the Trust.</p> <p>The Pier in Uig is undergoing a £40M+ redevelopment, we would like to take the opportunity of this development to explore the potential to install pontoons/marina facilities to be used both by local harbour users as well as visitors exploring the seas around Skye.</p>

CMal building – CMal have expressed their intention to dispose of the site of their existing building which may be at no cost to the community. We would like to look at development options for this site.

Active Travel Hub – with potential match funding available we would like to look at our opportunities to develop such a facility in Uig.

The Uig Community Hall association has also applied for funds to carry out works to the existing hall. If this for this is successful the Trust LDO would provide support to the Hall Association to deliver its project.

**(b) How will the project benefit local communities or the local economy?**

In addition to creating a full time job in a fragile community the work of the LDO would identify opportunities to develop assets in the community that could create further jobs and create new revenue streams for the Trust to reinvest in the local area.

With the significant redevelopment of the pier and the surrounding area there will be opportunities that will require resource to firstly identify and then work up, the LDO will be tasked with doing this. One particular opportunity is the land where the CMal shed currently is, this is being flattened and disposed of. Having an LDO in place would allow the Trust to consider how this could be used/developed to benefit the local community and economy.

One consideration for the former primary school is to create a number of affordable homes which will have a significant positive impact on the local community.

The Uig Tower is starting to deteriorate and will continue to do so unless it is repaired and brought back into use. This is a building with a past that is historically significant to the local area and saving it is of great importance to the community.

**What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The Uig Community Trust recently announced that it had been successful in its application for grants to scope out opportunities and cost these for both the former primary school and the Uig Tower, this has been met with many positive comments from the local community. The Trust has started Community Consultation on both of these by way of a survey that is in the process of being delivered to all households in the area covered by the Trust.

**(c) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Completion of Stage 1 of the SLF	Feb 2023
Application for stage 2 support from the SLF	Q2 2023
Completion of the scoping of opportunities for the Uig Tower	Feb 2023
Full application for grants to develop the Uig Tower	May 2023
Identifying and developing opportunities coming from the pier redevelopment	Ongoing through 2023 and beyond
Identifying and developing opportunities for the CMal shed site which CMal have confirmed will be flattened and disposed of	Ongoing through 2023 and beyond
Considering opportunities for an Active Travel Hub in Uig	Ongoing through 2023 and beyond

**(d) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

As part of any project assessment we will consider the negative impacts on the environment and how anything identified can be mitigated. At this stage it is too early to be more specific.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

As part of any project assessment we will consider the above groups and how anything identified can be mitigated. At this stage it is too early to be more specific.

**(e) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

We anticipate that we will require grants assistance for the post of an LDO on an ongoing basis. We expect some of the projects delivered will generate an ongoing revenue stream which will be available for funding future projects and covering ongoing costs.

**(f) Please outline how the project fits with other relevant local plans and strategies.**

N/A

**4.4 Does the project require planning permission or other statutory regulatory consents?** **YES / NO**

*If YES, please detail below - provide evidence with the application if granted.*

Type	Applied – Yes/No <i>(include date)</i>	Granted – Yes/No <i>(include date)</i>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – *these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.*

Budget Heading	Detailed costs	Revenue/Capital	Amount
Development officer	Salary/Employers costs & expenses	Revenue	£45000
<b>Total capital expenditure</b>			£

Total revenue expenditure	£45000
<b>TOTAL PROJECT COST</b>	<b>£45000</b>
Is VAT included in these costs?	Yes / No
Project expenditure before March 2023	£12500

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Base salary of 30-35k  
Employment costs 5k  
Expenses 5k

## **SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
HIE	Yes – Oct 22	Unconfirmed	22500
<b>Total match funding</b>			<b>£22500</b>
<b>CRF requested</b>			<b>£22500</b>
<b>Total project cost</b>			<b>£45000</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES / NO**

**Please detail:**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Uig is currently the location for significant developments including the Pier and the CMal shed, currently there is not enough resource within the trust to engage with these at the level required to maximise potential benefits for the local community. In addition to this there are 2 assets of great significance to the village which the Trust feel should be taken into community ownership and developed.

With funding from the CRF there would not be enough resource to further these projects.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**YES / NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

**7.3 Have you considered taking out a loan for the project?**

**YES / NO**

**Please state your reasons:**

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**Business Gateway**

**HIE**

**Other**

**7.5 Have you previously received public funds for the organisation?**

**YES / NO**



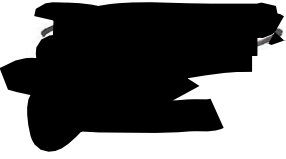
If yes, please provide details of awards for the last 3 fiscal years:

Funding	Year of award	Amount £

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent</b> – the person signing this application has the authority within the organisation to apply for grant funding		
Signature: 	Print: Billy Harley	Date 12/12/2022

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
1	<b>Constitution or articles and memorandum</b>	
2	<b>Committee Members or Directors List</b>	
3	<b>Permissions – i.e. planning, building warrants, marine licences</b>	
4	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	
5	<b>Confirmation of match funding letters</b>	
6	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	
7	<b>Annual financial accounts – latest available</b>	
8	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	
9	<b>Business plan (revenue generation projects only)</b>	
10	<b>Relevant insurance policies</b>	
11	<b>Job descriptions (CRF funded posts only)</b>	
12	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	
13	<b>Partnership agreement</b>	
<b>Reason for missing documentation:</b>		

**Declaration what the remaining bank balances are for:**

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY


<b>1.1 Project reference number</b>	CRF1215	
<b>1.2 Organisation</b>	Portree & Braes Community Trust	
<b>1.3 Project title</b>	Home Farm Hub	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£96,649.66
	<b>Match funding</b>	£32,511.00
	<b>Grant requested</b>	£64,138.66
<b>1.5 Start date</b>	01/04/22	
<b>1.6 End date*</b>	01/04/22	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
<b>People</b>	Yes
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

1.8 Privacy Notice	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Alec McLeod
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Project Officer
<b>2.3 Address</b>	Office 5, Jans, 6 Broom Place, Portree Isle of Skye
<b>Postcode</b>	IV51 9LX
<b>2.4 Email address</b>	alec@portreeandbraes.org
<b>2.5 Website address</b>	portreeandbraes.org/allotments

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO	x	SC046593
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
--	-----------

<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1" style="width: 100%;"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: center;">x</td> </tr> </tbody> </table>	Whole	Partial	None			x
Whole	Partial	None					
		x					

<b>Details:</b>

3.6 Project delivery team	
Name	Job title/area of work
Alec McLeod	Project Officer (Allotments), PBCT
Fiona Thomson	Development Officer, PBCT

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Portree Community Allotments, IV51 9TR
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
The land is in the process of being transferred to the Trust for community use by the end of February.

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The Trust would like to develop Portree Community Allotments to serve as a hub for community activities. Working with local partners, we will provide a space for much-needed nature-based events so that the allotments and the surrounding land can be used by the whole community. Through the creation of covered spaces for growing and events, the allotments are an efficient way of providing events and activities for learning, improving wellbeing, building confidence and connecting with the local natural environment through community food growing.</p> <p>To enable hosting these events, the allotments requires a part-time Project Officer, practitioners and sheltered spaces. We will build a wooden gazebo (4mx4m) as a sheltered outdoor space that can also double as a stage, and install Keder greenhouses as a fully enclosed space that will house raised beds and extend the time in the year that the allotments can be used.</p> <p>The Trust will collaborate with HighLife Highland staff based on Skye in both Youth Development and Adult Literacies, as well as local practitioners and experts, to curate a programme of activities for all ages and needs that encourage consideration of the natural environment. Growing, sharing and preparing food will be an important part of many of these sessions and a suitably-developed allotments would be the ideal location for community meals. Gaelic sessions will provide invaluable opportunities to preserve the rich vocabulary that describes the land and life of the area.</p>
<p><b>(b) How will the project benefit local communities or the local economy?</b></p> <p>The PBCT's vision for this initiative is ambitious - for everyone living in and around Portree and Braes to have opportunities for learning, improving wellbeing, building confidence and connecting with the local natural environment through community growing.</p> <p>Our plan is for the whole community, including families and individuals of all ages, to benefit from opportunities for learning, improving wellbeing, building confidence and connecting with others and the local natural environment through community growing.</p>

In a place with few community spaces, where everyone knows everyone, it is difficult to get people to go to events intended to assist them with things such as financial planning, nutrition, and numeracy as they worry about being stigmatised, especially if they are being asked to bring their children for Family Learning events. Family and adult activities run at the allotments with HLH Adult Learning will be fun events in a neutral space.

Viewfield Garden Collective is an existing project in Portree for disadvantaged adults at risk, but unfortunately its terraced design means is not suitable to those with poor mobility. Our location and allotment design allows access to those with poor mobility, with raised beds located close to the front with suitable space for wheelchair access. We will have events that cater to a diverse range of community groups, and all ages. We have also been in communication with HLH Youth Development and local experts to develop a programme of activities for families, young adults and adults using the allotments. These activities will fill a much-requested need for events using the natural environment, one of our local assets.

Portree High School has an industrial composting machine that processes food waste, but has not previously had the time to use it. We have purchased bins that will be distributed in the community where people can deposit their food waste to create compost for the allotments. This can combine with the offer from Lochalsh and Skye Housing Association to provide grass cuttings from their locations, which can be layered into compost.

Youth Development activities will provide a necessary space for high school students for whom classrooms are not the best way to learn. The only option at the moment is to drive pupils 45mins away to Broadford and then back again to help out at a Growers Hub, but issues with funding and available staff for transporting them has led to periods when this isn't possible. The allotments are less than 10 minutes walk from the High School via a nature path and will provide an alternative environment for learning about growing and skills development in the outdoors should the Growers Hub in Broadford not be accessible.

The activities the Hub will provide will use the skills in the community to achieve common goals, and create a shared community space that not only produces opportunities for allotment holders, but also shares the land with everyone to visit, learn from and improve. They will be ongoing, and can be adapted, improved and scaled up if necessary.

These activities will be made possible through developing the site to include gathering places. A Keder Greenhouse will be an indoor space that will also provide further smaller plots for growing, increasing the potential users and prolonging the growing period. A gazebo will also provide a sheltered outdoor space that will provide a focal point for events so that even when the weather isn't great we can still continue with activities. Alternative funding has been identified to create a second access path and drainage alongside the allotments and we have been working closely with Access Officer Mark Crowe at THC to put together a successful application.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

An SLCVO Survey (Portree and Braes Community Conversations, 2016) showed that local residents value the natural environment as important to them and want more activities to support the needs of the community. Recent housing developments in the area have created properties without gardens and reduced the amount of accessible greenspace. Access to greenspace is further reduced by a limited local bus service which makes journeys for those without personal transport risky. Activities that connect people to the natural environment, celebrate the heritage of the area, and provide important access to food growing knowledge is much-needed and will have a positive impact for the physical and mental well-being of the area. There are currently no public food growing activities in Portree and Braes, and these are the only allotments in North Skye.

Food security is now recognised as an important issue, and using the information from the Council's food growing strategy, the allotments in Portree will use the skills of volunteers and local partners to promote the value and benefits of food growing. During COVID-19, the use of foodbanks on Skye spiked, with as much demand in the first 6 months of 2020 as in the whole of 2019. The coming cost of living crisis will also put pressure on local foodbanks and community services, and the allotments will be well-placed to play a part in assisting through food-sharing projects.

We have been in conversation with local partners such as Portree High School, with whom we will set up regular visits from students in co-operation with Highlife Highland Youth Development. These will be 6 weekly sessions per term, that will allow students to learn about the outdoors and growing within 15mins walk of the School. There will

also be monthly events in co-ordination with Highlife Highland Adult Literacies to provide Family events where parents and children learn together. Viewfield Garden Collective and Skye Climate Action are also in discussion with the Trust and the Allotments Committee as to how to collaborate in future projects so that there is a co-ordinated effort to improve the community's access to resources.

We have been engaged with the local community through Public Consultation Sessions in the Co-op supermarket across the road from the allotments, as to how to develop the land around the allotments. We received feedback from 515 people, which put nature and the need for outdoor events for local families at the top of their priorities.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Purchase and installation of Keder greenhouses	01/06/22
Construction of gazebo	01/06/22
Beginning of events programme	01/06/22

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

The allotments and the proposed events will always give consideration to the environment by their very nature and will give the community the chance to learn and discuss issues such as biodiversity and food production, as well as climate change and its solutions. The allotments committee have already managed to use local resources through community links, so that everything from manure and soil to stones from the local quarry have all come from on the island. Lochalsh and Skye Housing Association has offered to provide grass cuttings from lawn mowing for making compost. Compost is also being provided to the allotments by local residents providing food waste to the High School's industrial composting machine.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

We want the allotments to be accessible to as many people as possible, which is why we have provided raised beds close to the main entrance for those with mobility issues. We are also wanting to extend access with a path going across the top of the allotments to provide easier access. We will work with local groups to cater the space and all events to accommodate all sections of our community.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

Once the new infrastructure is in place at the allotments, there will be a permanent outdoor growing facility suitable for delivering learning and engagement activities and events by and for the community. An annual income will also be generated in the future from allotment holders paying an annual subscription. This will cover the running costs of the allotments, e.g. water bills. Any surplus will be ringfenced for maintenance and improvements to the facility for the benefit of the wider community. Grant funding will continue to be sought to support the continuation of the community engagement programme with opportunities for accessing funds likely becoming available through working with local partners such as the Highland Council, NHS, Highlife Highland and other charitable groups.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The programme of food-growing events will achieve the objectives of The Highland Council’s Food Growing Strategy, and is another step towards the goals of the Glasgow Food & Climate Declaration for sustainable food system development and education. The public health crisis that the Declaration highlights will require both outdoor exercise and discussions on sustainability and nutrition, which the allotments’ events would provide.

Having Gaelic events at the allotments will support the Council’s Gaelic Action Plan and make the area a welcoming place for Gaelic speakers to live, thrive and prosper.

By providing local events that reduce people’s travel, adapting an existing outdoor space that is easily accessible, engaging with the community to promote behavioural change, and providing value for money as well as income and opportunities for local partners, we are meeting the goals of Highland Council’s Carbon CLEVER initiative.

The events at the allotments will also fulfil the main aim of the Highland Green Health Partnership to “coordinate activity across sectors to better connect the delivery of health outcomes with the health-improving potential of the natural environment.”

PBCT is in the process of developing relevant policies that would be required for the project and will be able to provide these if the funding is awarded.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No</b> <i>(include date)</i>	<b>Granted – Yes/No</b> <i>(include date)</i>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*



**5.1 Main project expenditure** – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.

Budget Heading	Detailed costs	Revenue/Capital	Amount
Project Officer	Project Officer Salary, employer NI etc, post adverts	Revenue	£18,564
	Project Officer Costs (Employers NI & Pension contribution)	Revenue	£1,676.66
Administrative	Advertising post	Revenue	£500
	Computer & Equipment Costs	Revenue	£600
	Email Account	Revenue	£50
	Office Chair	Revenue	£150
	Printing, stationery, communications	Revenue	£600
	Office space rental contribution (1/4 of total cost in kind)	Revenue	£900
Volunteer Costs	Volunteer Subsistence	Revenue	£600
	Volunteer waterproofs, wellies	Revenue	£540
	Volunteer/Staff Training	Revenue	£200
Sessions Costs	Community Engagement sessions	Revenue	£600
	Materials Costs	Revenue	£600
	Community Meals Costs	Revenue	£1,000
	Specialist workshop practitioners professional fees	Revenue	£600
Construction Costs	Keder Greenhouses	Capital	£27,358.00
	Path and Drainage	Capital	£32,511.00
	Gazebo	Capital	£8,000.00
	Keder Greenhouse Raised Beds and water connection	Capital	£2,200.00
Total capital expenditure			£70,069
Total revenue expenditure			£26,580.66
<b>TOTAL PROJECT COST</b>			<b>£96,649.66</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Project costs are either based on available quotes or are based on costs from recent projects developed by the Trust.



**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The project will work alongside local organisations, and will provide events not covered by existing businesses. The allotments has already enjoyed the support of local businesses, such as Jans, who have donated seeds to allotment holders, and the Co-op, who have hosted our public consultation sessions. We will aim to work with other community groups such as Viewfield Garden Collective and the Broadford Growers Hub that serve different areas/purposes but can be involved in a wider strategy. Practitioners and tutors involved in the sessions will be provided with the new opportunities that having this venue will allow, so funding for the allotments events will return into the local economy.

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

As the project is not income-generating, a loan would not be suitable for this project.

**7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
<b>Business Gateway</b>	
<b>HIE</b>	
<b>Other</b>	Highland Council, HighLife Highland

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**


<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Town Centre Fund (community centre, small hall and advertising boards)	2021	£17,000
Place Based Investment Fund (community centre – main hall)	2022	£38,297

Coastal communities Fund (Re-imagining Camanachd Square)	2020	£31,500
Strengthening Communities Fund (Local Development Officer)	2020, 2021, 2022	cerca £64,000
HIE (community engagement officer – health )	2021, 2022	£12,193
Ward discretionary fund – light up portree, xmas lights	2020	£5000
Ward discretionary fund – light up portree, autumn fling	2022	£1400
Ward discretionary fund – grounds maintenance Bayfield	2021	£1600
Scottish Land Fund – Allotments	2022	£21,810

## **SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
<b>Signature:</b> 	<b>Print: Calum Matheson</b>	<b>Date</b> <b>12.12.22</b>

<b>8.2 Supporting documents checklist.</b>		<b>YES / NO or Not applicable</b>
<i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		
<b>1</b>	<b>Constitution or articles and memorandum</b>	yes
<b>2</b>	<b>Committee Members or Directors List</b>	yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	yes
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	tbc
<b>5</b>	<b>Confirmation of match funding letters</b>	n/a
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	Yes
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	Yes
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b> Relevant policies are currently being produced. Land Transfer disposition document enclosed.		

**Declaration what the remaining bank balances are for:**

All remaining funds in the PBCT account are ringfenced for specific projects . Evidence of this can be provided.

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1247	
<b>1.2 Organisation</b>	Portree and Braes Community Trust	
<b>1.3 Project title</b>	Finance and Administration Officer (part time)	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£18,412
	<b>Match funding</b>	0
	<b>Grant requested</b>	£18,412
<b>1.5 Start date</b>	1 <sup>st</sup> April 2023	
<b>1.6 End date*</b>	31 <sup>st</sup> March 2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
<b>People</b>	
<b>Place</b>	X
<b>Economy</b>	
<b>Environment</b>	

1.8 Privacy Notice	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Fiona Thomson
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Development Officer
<b>2.3 Address</b>	Office 5 Jans 6 Broom Place Portree Isle of Skye IV51 9HL
<b>Postcode</b>	
<b>2.4 Email address</b>	<a href="mailto:fiona@portreeandbraes.org">fiona@portreeandbraes.org</a>
<b>2.5 Website address</b>	www.portreeandbraes.org

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>		
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>		
<b>SCIO</b>	x	SC046593
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
--	-----------

<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Whole	Partial	None			
Whole	Partial	None					

**Details:**

3.6 Project delivery team	
Name	Job title/area of work
Fiona Thomson	Development Officer
Duncan Brown	PBCT Treasurer (voluntary)

**SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Portree, IV51 9HL
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
n/a

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds’ themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The trust would like to employ a part-time (21 hours per week) finance and administration officer to support identified projects over the period April 2023 – March 2024 which will bring about a range of social, economic and environmental benefits.</p> <p>Since 2016 and after funding from HIE supported PBCT to employ a development officer the PBCT has been increasing the number of community benefit projects being delivered year on year. In the period April 2023 – March 2024 the trust will continue to manage the following facilities for the benefit of the community:</p> <p>Sluggans Helipad            Public toilets (pier)            Campervan Waste disposal unit (Bayfield)            Bayfield woodland            Home Farm Community Allotments            Portree and Braes Trust Advertising boards</p>



## Skate Ramp facility

If the project proceeds as planned the trust will also have responsibility for managing a new playpark facility in Matheson Place on land leased from The Highland Council. The target is for this to be delivered by March 2023.

The trust has longer term aspirations to take ownership of the Community Centre and surrounding recreational land and develop this to support local sporting activity, arts activity, wellbeing activity, and the economy, through creating space for local enterprise. With this in mind, in the period between April 2023 and March 2024, the trust plan to progress an asset transfer / purchase of The Portree Community Centre and surrounding lands including The King George V Playing Fields and to have this process concluded by March 2024. A masterplan for the area, which is currently being finalised and is due to be completed by March 2023, will guide this process.

The trust is also currently exploring further opportunities for income generation to make the trust financial sustainable going forwards. The PBCT aspire to pursue ownership of additional local assets which will enable this. For example, is anticipated that the ongoing public sector co-location project will create vacant units in and around the village and therefore present an opportunity for the trust to purchase and develop a unit with the aim of generating income. This could be through creating a retail space or co-working space. Further feasibility work is required to understand where the opportunities lie, and this feasibility will be progressed in the period March 2023 – 24.

Finally, the trust has established a programme of community engagement in recent years and in the period April 2023 – March 2024 aim to continue this work to deliver the following:

- 4 events focusing on family fun, music and fundraising
- a programme of activities engaging with target groups around community growing
- weekly activities encouraging the use of spoken Gaelic
- community participation in the improvement of local health and care services.

Like many community organisations that trusts success is largely because of the hard work of a voluntary board and other local volunteers. There are currently 12 individuals on the board of directors who contribute between 2 – 10 hours every week on various trust activity. The current treasurer (voluntary) has identified for example that he is spending approximately 10 hours every week on financial administration alone. Another around 50 volunteers support activities occasionally perhaps a day or two a year.

In order to continue their work over the course of April 23 - March 24 and deliver the above plan the trust has identified that they will require the following staff team.

1X FT Development Officer

1 X Part Time Finance and Administration Officer

1 x Part Time Community Engagement Officer (health)

1 x Part Time Project Officer (community growing)

The trust is at various stages of securing funding for these roles and would like support from the Regeneration Fund for the Finance and Administration Officer role. Over the course of the past 6 months a detailed 5-year strategic plan has been being developed by the trust's accountant and this will be ready to view by the end of January 2023.

In the 2021 period there was over £300,000 income shown in the accounts. It is anticipated that income will be at a similar level for the 2023-2024 period. The 2021 accounts show significant covid

specific funding which will of course not be required in the 23-24 period however it is anticipated that a similarly significant level of funding will be secured for purchasing and developing assets keeping the overall level of income and expenditure at roughly the same level. The current treasurer has notified the trust that they will need to take a step back from undertaking day-to-day financial administration in Spring 2023 (although will continue as treasurer) and the board believes that the weekly level of financial and other administration will now be unmanageable for a volunteer going forwards - thus making it difficult to recruit for this role on a volunteer basis. PBCT now see an opportunity to create a joint Finance and Administration role to ensure that the finances continue to be well managed beyond Spring 2023 and to relieve some of the administrative burden on staff allowing them to focus their time on project development and delivery which will bring about the economic, environmental and social impacts required in Portree and Braes.

The finance and administration functions currently carried out by the treasurer / board of trustees include:

- Processing payments
- Keeping income and expenditure records up to date
- Preparing financial reports
- Managing the administration of donations to PBCT including online donations
- Liaising with the bank to manage the financial accounts
- Working with the accountant to manage payroll
- Working with the accountant to prepare and submit annual accounts
- Keeping the membership database up to date
- Issuing information and news to the membership
- Supporting arrangements for board meetings and AGM's
- Taking minutes for monthly board meetings and AGM's

The finance and administration functions currently carried out by staff include:

- Maintaining accurate records of grant funding awards
- Submitting claims for grant funding
- Research to develop budgets for grants applications
- Responding to general trust inquiries
- Ensuring that trust policies are kept up to date

The role has been set at 21 hours on a pro-rata equivalent of £27,300. A similar finance and administrative officer role was advertised by Kyle of Lochalsh Development Trust earlier in 2022 at £26,000 pro rata. Further research shows that this is the average wage for similar roles in the sector. Given the increase in interest rates projected in the lifespan of this project 5% has been added to a £26,000 pro rata salary.

PBCT are in discussions with HIE about requests for support for the 2023 – 2025 period and are seeking support for two of the roles outlined above therefore will not be seeking support for this post from HIE.

**(b) How will the project benefit local communities or the local economy?**

Funding to support finance and administration work is particularly challenging to find. Many funders only wish to fund capital works or development posts related to a specific project as opposed to roles supporting a range of projects. The role of a finance and administration officer is however central to the success of any trust. By creating a dedicated post to undertake financial administration the PBCT board and development staff will be able to focus on delivering the projects listed above increasing their social, economic, and environmental impact in Portree and Braes such as improving indoor and outdoor spaces for sports and recreation, encouraging community growing, creating volunteer opportunities, supporting the use of Gaelic language, job creation and supporting local enterprise.

This project will create a part time post for someone living in the local area on a salary that will secure a good quality of living as the cost-of-living increases.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

Local authority budgets are currently being squeezed and due to the government’s policy of supporting community led activity, trusts can now take on more responsibility for assets or facilities traditionally offered by the local authority, such as playparks and toilets etc. There are many benefits of the community led approach including the engagement of volunteers – over 3000 hours of volunteer time was recorded in 2021 for example- however the staff infrastructure is needed to do so. We know that trusts with a similar level of income have a dedicated finance and admin paid role in place.

The projects listed above have been driven by community members and ongoing consultation has ensured that there is wide support for them all. There are around 400 members currently.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Recruit finance and administration project officer	1 <sup>st</sup> April 2023
Undertake project officer role (job description attached)	31 <sup>st</sup> March 2024

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The role will support all trust projects including environmental projects such as community engagement work surrounding the community allotments facility. The role will be based at the PBCT office sharing existing facilities. There will be minimum direct environmental impact as a result of this role.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

The role will support a range of projects all of which will be delivered in line with community development good practice, making sure activities and communication are inclusive and accessible.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The PBCT's plan for the 2023 – 2024 period includes the development of further income generating opportunities. The trust is developing a strategy which will ensure that the trust is financially sustainable over the course of the next 5 years. At this point the trust would be generating enough income to employ a finance and admin assistant using their financial reserves. The strategy will be available to view by the end of January 2023.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The projects that the trust is progressing align with a range of local plans and strategies for example:

The Scottish Government have a strategy to support community-led activity where possible and this project will ensure the trust can continue taking the initiative and lead local projects. Similarly, the Scottish Government aspire for communities to become financially independent and take an entrepreneurial approach to project development. This role will help PBCT move to the next level in terms of income generation.

By creating suitable, affordable, local spaces for sports, recreation, enterprise and wellness, PBCT will reduce people travelling further afield meeting the goals of Highland Council's Carbon CLEVER initiative.

The food growing project will fulfil the main aim of the Highland Green Health Partnership to "co-ordinate activity across sectors to better connect the delivery of health outcomes with the health-improving potential of the natural environment."



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**SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO <i>(include date)</i></b>	<b>Granted YES / NO <i>(include date)</i></b>	<b>Amount £</b>
<b>Total match funding</b>			<b>£</b>
<b>CRF requested</b>			<b>£</b>
<b>Total project cost</b>			<b>£</b>

<b>6.2 Will the project involve “in kind” support?</b> <i>This should not form part of the overall budget or counted as confirmed match funding for the project.</i>
<p><b>YES</b></p> <p><b>Please detail:</b> PBCT will provide office space for the role.</p>
<b>6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?</b>
<p>The PBCT are not yet at a stage where they can cover the cost of this role however over the course of the year, with the support of this key role, the trust anticipate that they will be much further toward reaching their aim of being financially sustainable.</p>

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

<p><b>7.1 Will the project generate revenue?</b> <i>Please provide a copy of the budget forecast with the application.</i></p>
--

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The PBCT do not deliver projects that compete with existing businesses or duplicate the efforts of other organisations / charities. Ongoing community consultation and guidance from the board of directors ensures that this is the case.

**7.3 Have you considered taking out a loan for the project?**

**NO.**

**Please state your reasons:**The project is not directly income generating therefore a loan would not be suitable.

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**Business Gateway**

**HIE**

**Other**

**7.5 Have you previously received public funds for the organisation?**

**YES / NO**

**If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Town Centre Fund (community centre, small hall and advertising boards)	2021	£17,000
Place Based Investment Fund (community centre – main hall)	2022	£38,297
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Strengthening Communities Fund (Local Development Officer)	2020, 2021, 2022	cerca £64,000
HIE (community engagement officer – health )	2021, 2022	£12,193
Ward discretionary fund – light up portree, xmas lights	2020	£5000

Ward discretionary fund – light up portree, autumn fling	2022	£1400
Ward discretionary fund – grounds maintenance Bayfield	2021	£1600
Scottish Land Fund – Allotments	2022	£21,810

## **SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print: CALUM MATHESON</b>	<b>Date 12.12.22</b>

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	NO
<b>5</b>	<b>Confirmation of match funding letters</b>	N/A
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	NO
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	YES
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	N/A
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation: Relevant policies are currently being produced and will be available should the funding be awarded.</b>		
<b>Declaration what the remaining bank balances are for: All existing finances are ringfenced for specific projects. Please see evidence attached “PBCT ledger”.</b>		





**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1246	
<b>1.2 Organisation</b>	Portree and Braes Community Trust	
<b>1.3 Project title</b>	Matheson Place Playpark	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£110,754
	<b>Match funding</b>	£68,754
	<b>Grant requested</b>	£42,000
<b>1.5 Start date</b>	1st Jan 2023	
<b>1.6 End date*</b>	31st Mar 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
People	
Place	X
Economy	
Environment	

1.8 Privacy Notice
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## SECTION 2: CONTACT DETAILS

2. 1	<b>Main contact name</b>	Fiona Thomson
	<b>Contact number</b>	
	<b>Alternative contact number</b>	
2. 2	<b>Position</b>	Development Officer
2. 3	<b>Address</b>	Office 5 Jans 6 Broom Place Portree Isle of Skye IV51 9HL
	<b>Postcode</b>	
2. 4	<b>Email address</b>	fiona@portreeandbraes.org
2. 5	<b>Website address</b>	www.portreeandbraes.org

## SECTION 3: ORGANISATION DETAILS

3.1	Organisation type	Please indicate (x)	Organisation number
	Company limited by guarantee		
	Constituted group		
	Public body		
	Charity		
	SCIO	x	SC046593
	Other (please specify)		

3.2	<b>Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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3.3	<b>Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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3.4	<b>If the organisation is VAT registered, please quote number.</b>							
3.5	<b>Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>	Whole	Partial	None			X
Whole	Partial	None						
		X						

**Details:**

### 3.6 Project delivery team

Name	Job title/area of work
Fiona Thomson	Development Officer
Tiffany Maberley	Group leader of Outdoor Activities Group PBCT
Stewart MacPhee	HC Housing Maintenance Officer

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

### 4.1 Project location - Please include postcode.

Matheson Place, Portree, IV51 9JA

### 4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?

We are currently in talks with THC re: PBCT entering a lease for the identified site. It has been provisionally agreed that PBCT will lease the site from THC - the terms of the lease are to be confirmed.

### 4.3 The Project

#### **(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.**

The Matheson Place Play Park group formed in 2021 with a vision to create a brand-new accessible play park facility in a derelict site at Matheson Place, Portree where local authority playpark used to be sited

Residents have formed a committee under the umbrella of The Portree & Braes Community Trust and are receiving support Highland Council officers to help drive the project forward.

There is currently no playpark on this side of Portree with children or families having to cross a busy main road to get to the nearest park which has no accessible specific equipment. The site where we want to create the park is currently vacant and an eyesore. If a park could be developed it would be a free, attractive social space with seating for not only children but all residents of Matheson Place. The pandemic has highlighted the need for doorstep greenspaces and social spaces and this facility would be widely used.



This proposed park will create a much-needed place for children to play safely and a green space for adults to sit and congregate, picnic, and enjoy time outdoors with neighbours and friends. In addition to the play facilities benches will help to facilitate this.

6 Friday 27 May 2022 news naidheachdan www.whfp.com

## Portree play park fund up to £23,000 after local boost

BY ADAM GORDON  
adam.gordon@whfp.com

More than £23,000 has been raised towards building a new play park in Portree, which will include facilities for children with special needs.

Businesses from across the town and beyond have generously donated funds towards the project, which is being led by a group within the Portree and Braes Community Trust headed up by local resident Tiffany Maberley.

The park will comprise 17 different play activities including four swings, an octopus seesaw, a carousel, a four-tower unit with a tunnel and a slide. It will be able to accommodate 55 users of all ages.

Back in January, the Free Press reported that the cost for developing the new asset for the community, which will be situated at Matheson Place, would cost £105,000.

Tiffany said she was thankful towards the local community for a "massive influx of help", which has included close to £10,000 from Organic Sea Harvest.

She said: "We identified pieces of equipment needed for the park which worked out at £9,955. Organic Harvest got back to me last week and said they could stretch to the whole amount that we asked for."

"It is amazing, so that has boosted us right up to more than £23,000."

She added: "Group member Fiona Stoddart took her daughter and her niece and did it the old-fashioned way by going round to some of the businesses that didn't have emails. We asked them if they could help – even by taking one of our donation boxes for their shop."

Underlining the positive response so far, she said: "Stagecoach was the first business to offer us money, they gave £1,000, and £1,000 also came from Campbell Dickson. He also gave us a voucher worth up to £150 for any of his five establishments – which we are using in our raffle. Muirhall Energy donated £500; Cullin Hills Hotel donated £250."

The group are aiming to raise £3,000 from a raffle, with nine businesses so far donating prizes worth a collective £1,500. McNab's Inn also raised money from fans in to watch last week's Europa League final.

Further fundraising efforts are being planned at the Jubilee Jamboree in Portree on 4th June and at the Skye Half Marathon a week later.

For more information or to donate, search for O.A.G – Matheson Place Play Park on Facebook.



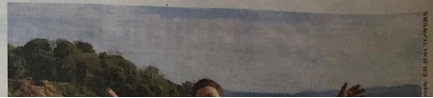
Parents and children at the site they want to transform

## Hardy runners prepare for Skye Trail Ultra race

BY ADAM GORDON  
adam.gordon@whfp.com

She hopes last year's experience will stand her in good stead for the

"I am looking forward to the day. It will be a bit of an adventure and there will be a bit of horse around it. Thirty



Site of proposed new park. The previous park was in a poor state of repair and The Highland Council removed the remains of it. There is no alternative play facility in this built up residential area.





**(b) How will the project benefit local communities or the local economy?**

The Park will be freely available to every child in Portree and the wider area. Portree is the capital and administrative hub of Skye and so many children and families visit Portree regularly for work, leisure, school and shopping. With this in mind is likely that the facility will also be used not only by families and children in Portree but by those who live in the wider north end area while they are visiting Portree. The park is located a 1-minute walk from the largest supermarket in the north end and a 5-minute walk from the local Gaelic language Primary school for example.

We believe there aren't other parks on the island that will be as accessible to children with disabilities so we anticipate that this park will also be welcomed by any parents and children who are looking for safer and more modern, accessible play facilities.

There are currently no other recreational or public meeting spaces in the Matheson Place area which has a relatively high population of children and families. The community have been disappointed to previously lose a much loved and well-used play facility in this area and there have been unanimous support for developing a new park there. As well as a plan facility the developed space will also benefit anyone older wishing to have a nice space to sit and chat!

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The project addresses the lack of a safe, modern, playpark at this side of Portree and the lack of quality accessible play facilities in north Skye.

We are confident there is unanimous support for the project:

In 2021 Karin McKay, Tenant Participation Officer for THC supported the working group to carry out a door to door survey with residents in the immediate area. There was unanimous support for the project. One direct neighbour supported the project but raised concern about their privacy if any of the existing fences were to be removed. Further conversation with the resident was instigated and feedback taken into account when finalising plans for the park design.

A 2-day fundraiser was held in the local Coop in 2021 and 269 signatures were collected in support of the project as well as almost £1400.

Just over £17,299 has been raised directly on the island through individuals holding fundraising events such as bingo nights, curry nights and supporting other events like the half marathon and through local small businesses. This is testament to the support for the project. A good example of this is a manager at Stagecoach who has fond memories of playing in the park as a youngster and donated £1000. 29 local business in total have supported the project to date.

A Facebook page "O.A.G Matheson Place Playpark" has been set up which shows the fundraising journey. Comments in support of the park were also welcome and 28 people commented. Some comments of support are included below:

"We need the park so the local children have a safer place to play. They currently play on the streets and during the school holidays there can be over 20 children playing out at any time, but they can't fully enjoy themselves as they're always looking for cars. A secure park will allow them to be able to play safely without any worries"

"This new play park would be a fantastic family place & is very much needed as other play parks in the Portree are in poor condition & have old, outdated equipment."

“Having a park close to school would be so good to take my 3 kids to after the school day has ended. We would use it regularly”

“I remember sitting as a child who grew up in Matheson place crying as the park was taken out 20+years ago, now as an adult living with a child it would be great to see the park reinstated, we are in dire need of a safe place for our children to be able to play instead of on the street constantly looking for cars flying past”

“This park was an asset to our community for many years until it fell into disrepair. We have lived in Matheson place for 32 years and our children used it. Now there is nowhere for the new young family’s to play. The whole area feels like it’s been abandoned. This is a great project and opportunity to help the community get back a great safe facility for the children of the area and bring the community back to life. Great project 🍀”

“There are loads of kids in the area and when they are out playing on the streets they are constantly having to beware of cars. The other parks aren’t looked after and are not safe.

So a safe enclosed park is exactly what’s needed, not just for the kids in the area surrounding the park but for all the kids in the community.”



**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Initial final clearance of the park including taking down fence	31st Jan 2023
First level of groundwork to be carried out (locally)	14th Feb 2023



New Fence to go up	21st Feb 2023
Kompan to come in and Build the Park (Stewart to oversee)	20th Mar 2023
Wetpour to go down	31st Mar 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The project group have carefully considered the materials and approaches that should be used to develop the play facility to ensure that the facility is robust and will be a durable, long lasting facility that can be enjoyed for many years. Stuart MacPhee, Housing Maintenance Officer, who has extensive experience of managing playpark developments has advised on this.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

This Park is an inclusive park, no-one at all is excluded in the benefits of it

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

At the suggestion of HC officers 5% of the total cost of the project will be kept aside for addressing any damages to equipment in the first five years.

A voluntary committee for the park will be in charge of overseeing and coordinating the maintenance of the park with weekly checks in line with insurance requirements. The committee will be in charge of ongoing fundraising to support the maintenance of the park there is a plan to secure business sponsorship.

As the project is being delivered by PBCT should local fundraising and sponsorship not cover all costs PBCT can invest some funds from income generating projects into the ongoing maintenance of development of the park where required beyond the first five years.

The lasting benefits of a community-led park is that it commands respect from all youngsters and parents as we have all worked so hard fundraising to get the park put back in. Everyone can see exactly what can happen to it if it's not respected and left unmaintained.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The Skye and Raasay future (SARF) strategic document outlines under the Strengthening Communities outcome that communities should “have the capacity to lead development and improvements within their communities.” This project is a good example of how, with the support of the local authority, the community of Portree could meet this aim.

This aim is also echoed in the “Local Voice , Highland Choices 2017 – 2022 document which outlines an ambition to “work to invigorate local democracy and put our communities at the heart of the design and delivery of services at a local level.”

Also in Local Voices, Highland Choices the following key priorities (page 11) are outlined: “to engage and work with our communities to provide quality, sustainable and responsive services to maintain the local natural and built environment. “and “to promote opportunities in culture, learning, sport, health and wellbeing “ This project would improve both the local environment and the wellbeing of the children and their parents / carers using the facility, particularly those using it regularly.

<b>4. Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Equipment (play)	Playpark Equipment swings slides etc	Capital	£28731.00
Supplementary Equipment	Bins/Benches	Capital	£753
Maintenance Provision for 5 years	Equipment breaking needing maintained	Capital	£5,000



Local Fundraising (various)	various	06/10/33	17299
<b>Total match funding</b>			<b>£68,754</b>
<b>CRF requested</b>			<b>£42,000</b>
<b>Total project cost</b>			<b>£110,754</b>

## 6.2 Will the project involve “in kind” support?

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:** the project already received free clearance of the park, saving thousands from a group of local men (their tree felling businesses) and a local man and his digger cleared a huge amount away. Some further clearance still needs to be carried out however it is in the budget to complete this.

The administration of the finances will be carried out by PBCT at no additional cost.

An agreement has been made that The Highland Council will project manage the installation of the park on behalf of the PBCT. There will not be a charge for this work so effectively will be in-kind.

## 6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?

The project won't happen until we have secured this remaining £42,000, if it's not granted, we will have to go back to the drawing board and wait for other funds to open, apply and wait for the outcomes. This will delay the project way past our planned date of Spring 2023 possibly by more than a year. The project has to date applied for almost £100k worth of funding from national grant funding bodies and have secured only a percentage of this. Funding bodies include the national lottery. Given the current funding environment we anticipate that the level of remaining funding required, particularly capital funding, will be challenging to secure.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### 7.1 Will the project generate revenue? *Please provide a copy of the budget forecast with the application.*

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

This park will not create unfair competition for any other organisations or businesses.

**7.3 Have you considered taking out a loan for the project?**

**NO**

Please state your reasons: this is a public park for the community it's free so would never make money to be able to pay back a loan

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Highland Council	Karin McKay, Julie Wileman and Stewart Macphee from HC have helped direct this project, advised on installation and shown us where to apply for funding.

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
Town Centre Fund (community centre, small hall and advertising boards)	2021	£17,000
Place Based Investment Fund (community centre – main hall)	2022	£38,297
Coastal communities Fund (Re-imagining Camanachd Square)	2020	£31,500
Strengthening Communities Fund (Local Development Officer)	2020, 2021, 2022	cerca £64,000
HIE (community engagement officer – health )	2021, 2022	£12,193
Ward discretionary fund – light up portree, xmas lights	2020	£5000
Ward discretionary fund – light up portree, autumn fling	2022	£1400
Ward discretionary fund – grounds maintenance Bayfield	2021	£1600
Scottish Land Fund – Allotments	2022	£21,810


**SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print: CALUM MATHESON</b>	<b>Date 24.11.22</b>

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	N/A
<b>5</b>	<b>Confirmation of match funding letters</b>	YES
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	NO
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/A
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	NO
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation:</b> Insurance policy will be confirmed once playpark has been developed. Lease will be confirmed in due course.		
<b>Declaration what the remaining bank balances are for:</b> All other funds available in the PBCT account have been raised for specific projects or purposes and therefore cannot be used for the playpark.		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)

