

The Highland Council

Agenda Item	5
Report No	DSA/03/24

Committee: Dingwall and Seaforth

Date: 19 February 2024

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 elements of the UK Government's Shared Prosperity Fund along with 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.

The following allocations are available for distribution in 2023/24:-

- Highland Coastal Communities Fund (capital/revenue);
- Place Based Investment Programme (capital); and
- UKSP (separate capital & revenue allocations)

Total funds available - £193,441.62 (this is a mix of capital and revenue from the individual funding programmes above)

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; and
- able to evidence positive impacts and wide community benefit

1.3 In summary the position in Dingwall and Seaforth Area Committee on 19 February 2024 is as follows:

- Available Funding – £193,441.62
- Number of applications for consideration – 3
- Total value of grant requests - £21,130

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

- **Appendix 1** – Project Application Forms; and
- **Appendix 2** - RAG Summary Spreadsheet

RAG status on key criteria is based on the application form and supplementary information provided during the application process. All applications presented are technically eligible – if any criteria are marked as red this does not indicate an eligibility concern but reflects the quality of information provided or outstanding requirements that will require technical conditions to be applied to any award of funding.

2 Recommendations

2.1 Members are asked to:-

- Consider** the applications presented 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** the approved CRF grant award for each application up to the value of the available area allocation; and
- If there is a balance of funding remaining, **agree** to ringfence remaining grant within the 2023/24 allocation to deliver area priorities identified through work to develop an area-based plan, subject to full applications being brought to a future committee meeting for consideration.

3 Implications

3.1 **Resource** – Dingwall and Seaforth have available funding of £193,441.62. Applications under consideration total £21,130. Therefore, there are no resource implications in approving the funding award as requested.

3.2 **Legal** - 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's financial and reputational interests.

- 3.3 **Community (Equality, Poverty, Rural and Island)** - The focus of the funding is economic recovery, regeneration and community resilience. Consideration on issues relating to equalities, poverty and rurality are dealt with on an individual basis for applications and covered in the technical assessments of projects.
- 3.4 **Climate Change / Carbon Clever** - Mitigation of the climate/ecological emergency is a specific aim of the CRF funds. All applicants are required to evidence environmental sustainability as referenced in the technical assessments.
- 3.5 **Risk** - A balanced approach to risk is necessary when disbursing grant funds as sometimes it is necessary if a community led project is to proceed, to forward grant payment. Factors such as past knowledge of and project experience of the grant recipient, release of funds related to invoices/works completion certificates etc are considered in such assessments.
- 3.6 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** – No risks arising directly from this report. Risks within projects are identified and managed on a project-by-project basis by the applicant organisation.
- 3.7 **Gaelic** - Consideration given within individual project applications in line with the Council's policy.

Designation: Executive Chief Officer Infrastructure, Environment & Economy

Date: 31 January 2024

Authors: Fiona Cameron, CRF Programme Manager
Alison Tanner, Project Officer

Background Papers: None

Appendices: Appendix 1 – Project Application Forms
Appendix 2 – Project Technical Assessments – RAG Summary



Community Regeneration Funding (CRF) Application Form (v3 Oct 2023)

Key considerations

Please refer to the [Application Guidance](#) (link below) and [Fair Work First Summary Guidance](#) when completing the application form as there are important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering, and the outputs it hopes to achieve. Do not exceed the word limit given as the CRF Team and decision-making group have many applications to assess.

To ensure you have the best opportunity to score well during the assessment, please refer to the [Assessment Criteria Matrix](#) (link below) when completing the application form.

A Fair Work First statement must be provided with the application form - this is applicable for all applicants including those who do not employ staff and/or only work with volunteers.

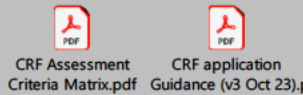
Supporting documentation must be submitted with the application form (see section 8.2).

Projects must not incur expenditure before the project has been approved.

Please complete the [CRF Monitoring and Evaluation Framework](#) detailed from page 10 at the end of this form.

When detailing your project budget, ensure that costs are based on recent quotations or price comparisons. Accuracy is crucial, given the current challenges posed by market inflation. We seek well-developed and robust projects that can commence within three months of approval and be completed and claimed within 12 months.

Double click the icons to download:



SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF2171
1.2	Organisation	Dingwall Men's Shed
1.3	Project title	Community Craft Village
1.4	Project summary you wish to be funded (max 100 words)	<ul style="list-style-type: none"> Project objectives. To encourage members of the community, particularly those who have become socially isolated or disconnected from society to come along and develop contacts and networks and hopefully develop a sense of self-worth and practical achievement. Several of our activities are community based including the maintenance of local amenities promoting a less sedentary lifestyle. Mostly we hope that members of all ages enjoy participation and for

		those of advanced years they have a degree of optimism for later life.	
1.5	Project costs	Total project cost	£93,000
		Match funding	£0
		CRF grant requested	£5500
1.6	Start date (from 1 st March 2024 unless specified when you're invited to submit a full application)	01/04/2024	
1.7	End date (by 1 st March 2025)	31/03/2025	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9	Please choose ONE main strategic objective the project will meet (see Monitoring and Evaluation Framework for definitions at the end of this form)	<input checked="" type="checkbox"/>	Increasing community resilience
		<input type="checkbox"/>	Tackling poverty and inequality
		<input type="checkbox"/>	Addressing causes of rural depopulation
		<input type="checkbox"/>	Helping economic recovery and sustaining growth
		<input type="checkbox"/>	Tackling the climate emergency and working towards net zero

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	Dingwall Men's Shed	
2.2	Address and postcode	[REDACTED]	
2.3	Main contact name	Brian Liddle	
2.4	Position in the organisation	Chairman	
2.5	Contact number	[REDACTED]	
2.6	Email address	[REDACTED]	
2.7	Website address	No Website	
2.8	Organisation type	<input type="checkbox"/>	Company limited by guarantee
		<input type="checkbox"/>	Constituted group
		<input type="checkbox"/>	Public body
		<input checked="" type="checkbox"/>	Charity
		<input type="checkbox"/>	SCIO
		<input type="checkbox"/>	Other (please specify):
2.9	Organisation registered number	SCO47255	
2.10	Is the organisation VAT registered?	By confirming this, you are declaring the organisation VAT status as per HMRC. If this	

		changes at any time during the project, you must notify the CRF Team as this may affect the offer of grant. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
2.11	If the organisation is VAT registered, please provide the number.	
2.12	Is the VAT related to the project being reclaimed from HMRC?	<input type="checkbox"/> Whole
		<input type="checkbox"/> Partial
		<input checked="" type="checkbox"/> None
2.13	Provide details of VAT exemptions.	

SECTION 3: PROJECT DETAILS		
3.1	Please confirm the location of the project including post code.	The Old Skate Park Dingwall. No post code as yet.
3.2	Are you applying on behalf of a partnership project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.3	Is there a partnership agreement in place?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.4	Is your organisation the lead applicant?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.5	Do you own the land or asset?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.6	Are you leasing the land or asset?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.7	If ownership or lease agreements are not in place, please provide details if applied and/or the arrangements to obtain these and by when.	
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	Planning permission already granted

SECTION 4: THE PROJECT PROPOSAL					
4.1	List the main activities to deliver the project including timescales. Projects must be completed and fully claimed by 1 st March 2025.				
	<table border="1"> <thead> <tr> <th>Activity name</th> <th>Achieve by (date)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Activity name	Achieve by (date)		
Activity name	Achieve by (date)				

The construction process is virtually completed and awaiting occupancy certificate.	14/12/2023
Complete site tidy and clearing	11/04/2024
Facility opens to the community	30/04/2024
	Click or tap to enter a date.
	Click or tap to enter a date.
	Click or tap to enter a date.

4.2 Please describe the project, explaining how it will achieve at least one of the funds' strategic objectives selected in 1.7, and which outputs it hopes to achieve as listed in the CRF Monitoring and Evaluation Framework at the end of this form.

In a search for a new home Dingwall Men's shed acquired the old skate park in Dingwall on a 30-year lease from Highland Council. Members quickly decided that the facility was too large for a Men's shed alone and decided that any new facility should be available for the whole community over the age of 18. A very ambitious project aimed to offer a range of activities including Art and Crafts, Horticulture/gardening, Wood and Metalworking, Pottery, and rewilding. Facilities that now exist, include a Polytunnel, a log cabin, an arts and crafts Unit, a Social Unit, and a workshop. The primary buildings are architect designed. We are connected to the main sewer system and have installed electricity to the site. A future possibility is that people under 18 can attend with a responsible person such as parents or teachers. We aim to encourage members of the community, particularly those who have become socially isolated or disconnected from society to come along and develop contacts and networks and hopefully develop a sense of self-worth and practical achievement. Several of our activities are community based including the maintenance of local amenities promoting a less sedentary lifestyle. Mostly we hope that members of all ages enjoy participation and for those of advanced years they have a degree of optimism for later life.


Target groups, geographical coverage, partnership, and community involvement. The project covers the community of Dingwall and the wider population in a 10-mile radius. The population for this catchment is 9806 of which over 400 are at risk of social isolation (NHS projection). We currently have 36 members and anticipate that when fully open this will rise to 100 users. Target groups include those who just want to use the facilities to pursue existing or new interests, those who would gain improved mental or physical wellbeing by attending and those who want to pass on skills to the wider community.

We believe that this project has the potential to equip people with knowledge and skills to enhance and change their own lives and in time of the wider community.


4.3 How will the project benefit local communities or the local economy?

To encourage members of the community, particularly those who have become socially isolated or disconnected from society to come along and develop contacts and networks and hopefully develop a sense of self-worth and practical achievement. Several of our activities are community based including the maintenance of local amenities promoting a less sedentary lifestyle. Mostly we hope that members of all ages enjoy participation and for those of advanced years they have a degree of optimism for later life.

4.4	What local need or opportunity will the project address and has this been recognised in a local plan?
<p>The project complies with aims contained in the Highland Outcome Improvement Plan 2017 – 2027. We will, in line with promoting community investment and building strong communities, offer a significant facility to promote mental health and wellbeing through activity, social networks and peer support.</p>	
4.5	How do you know there is local support for the project? How can you evidence this?
<p>The project is supported by all local councillors who we have met on several occasions together with local medical practitioners and officers from NHS Highland. We have given talks on the project to varying groups throughout the area. Grants have also been gained through the participatory budgeting scheme involving community input and similar schemes where community members vote for competing charity projects. We became Dingwall Academy's Charity to support in 2023 after pupil involvement in the project. We work in partnership with Community Support and Information, Ross-shire and have received support from Highland Third Sector Interface. People have been directed to our charity by the local medical centre, Jobcentre and Community Mental Health service</p>	
4.6	How will the project be supported/maintained/sustained after CRF funding?
<p>We have established an arrangement with the Puffin Pool Charity Shop where our craft goods are sold. During the construction process we have been unable to raise funds through our craft activities and community projects to the extent of previous years. Nonetheless we have earned £1615 through trading activities in our accounts ending in March 23. We expect this income to expand considerably once the project fully opens. Examples of our work include reconstruction of benches for Muir of Ord Bowling Club, making garden furniture, Xmas craft items, kindling production, and donations. We have also agreed to hire out our social unit to organisations looking for meeting venues.</p>	
4.7	What will be the lasting benefits and legacy?
<p>The facility will offer a significant range of activities for people who are lonely, want to remain active in later life or want to participate in community projects. We are developing partnerships with statutory organisations and other charities to enable the full variety of opportunities to be available for our users. We have already had referrals from the NHS and other organisations. The legacy will hopefully be an integral part of the community support structure for the area.</p>	

4.8	<p>Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.</p>
<p>We employed an energy consultant at the start of the project who ensured our design complied with all current climate requirements. We chose building materials accordingly. In addition, all water is from recycled rainwater filtered to the required level. As a result of the building insulation heat loss is minimal and heating requirements reduced.</p>	
4.9	<p>In developing the project, explain how you have considered equalities issues and 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?</p>
<p>No one is excluded from the project. It is open to both men and women. We have several people with physical and mental health issues already. The only caveat relates to the level of some disabilities. If people need significant help a carer is required to attend with them.</p>	
4.10	<p>All applicants are required to provide a statement how the organisation is committed to advancing the Fair Work First Policy including the 'Real Living Wage' and 'Effective Workers Voice' criteria. The statement should be agreed jointly by the employer and an appropriate workplace representative or a trade union representative if one is in place.</p> <p>This statement is applicable to all groups and organisations even if you do not employ staff and/or only work with volunteers. Projects cannot progress without a signed statement - refer to the Fair Work First guidance for more information. Complete the following Fair Work First Statement and Declaration form and submit with the application. Double click the icon to download.</p> <div style="text-align: center;">  <p>FWF statement and declaration template.c</p> </div>
<p>Have you provided a Fair Work First statement in a separate document with this application? Please ensure it is signed by an appropriate workplace representative.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Can you confirm if you have the Living Wage Accreditation and/or planning to be certified.</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Applied <input type="checkbox"/></p>
<p>Is the Fair Work First statement on your organisation website?</p>	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Do not have a website <input checked="" type="checkbox"/></p>
<p>How many people do you employ or how many volunteers do you have?</p>	<p>36. Target when fully open is 100.</p>

Do you currently pay the Real Living Wage hourly rate?	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
As part of your procurement assessment process, do you ensure that traders/suppliers pay the Real Living Wage hourly rate?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?	<input type="checkbox"/> Line Management Relationship <input type="checkbox"/> Staff /Engagement Surveys <input checked="" type="checkbox"/> Suggestions Schemes <input type="checkbox"/> Intranet/Online Platforms <input checked="" type="checkbox"/> Staff Forums / Networks <input type="checkbox"/> Trade Union Recognition/Collective Bargaining

SECTION 5: PROJECT BUDGET	
5.1	<p>Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons. Double click the table to complete the fields. The totals fields will auto populate when entering the figures in the amount section. Please refer to the guidance note on eligible expenditure and only complete the overheads and management fees summary where applicable. Double click the icon to download.</p> <p> CRF overheads and management fees sur</p>

Name of funder	Confirmed Yes/No	Date confirmed or expected	Amount (£)
CRF	no	Jan-24	5500
			Total match funding (£)
			CRF grant request (£) 5500
			Total project cost (£) 5500

6.2	Will the project involve “in kind” support?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
6.3	If yes, please detail.	
6.4	Please explain why public funding is required to deliver the project.	To add robustness to our financial position.
6.5	Please explain what the remaining bank balances are for in your accounts.	To pay sundry post project costs associated with the construction.
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	As above

SECTION 7 – INCOME GENERATION		
7.1	Will the project generate income?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	As already shown above in the finance section we only aim to cover our annual revenue costs estimated at £5k pa We sell kindling, craft items and garden furniture.
7.3	How will you ensure that local organisations/businesses are not disadvantaged because of the project? Are they supportive of the project?	We work in partnership with another local charity selling our goods through a charity shop. We offer no competition to local businesses who have shown support for our project through donations of materials and equipment.

7.4	Have you considered taking out a loan for the project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.5	If not, please state why?	We cannot guarantee repayment. Our income is not secure.
7.6	Have you previously received public funding?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7.7	If yes, please provide details of awards for the last 3 fiscal years and if any were awarded under Public Subsidy.	

Funding	Date	Amount £	Public Subsidy?
HTSI	01/04/2021	£10000	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Coastal Community	01/04/2022	£6000	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>

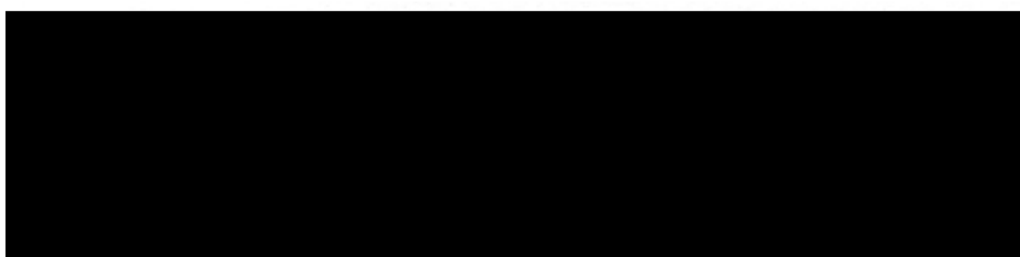
SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION

8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.

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 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.

Signature:



Print: Brian Desmond Liddle

Date:

24/11/2023

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
1	CRF Monitoring & Evaluation framework (page 9 below)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

2	Bank statement – please provide a full bank statement with the organisation address. It must be the latest statement at the time of application submission.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3	Annual financial accounts – latest available.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4	Constitution or articles and memorandum.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5	Committee Members or Directors List.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6	Policies – relevant organisational policies applicable to the project such as child protection, health and safety, equal opportunities, Fair Work First policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7	Valid organisation insurance policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
9	Confirmation of match funding letters	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
10	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
11	Business plan (income generation projects only)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
12	Job descriptions (for CRF funded posts)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
13	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
14	Partnership agreement	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Reason for missing documentation: 8. No written evidence available 10. We are waiting for the final warrant from Building Control. 11. Our Business Plan hasn't been updated since 2021. COVID and the Construction Process have delayed an update, I have attached the old version. 12. We have no job descriptions or staff. 14. We have no written partnership agreements. 13. Cannot find an e-copy. 30 year lease with Highland Council.		

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number. Please ensure you have labelled the supporting documents as per 8.2 of the guidance note:

The application form should follow the naming convention example:
CRF0123 – (Name of organisation) final application form

Supporting documentation should be labelled as: **document type followed with the title** – for example:

- Match funding – The Highland Council
- Match funding – National Lottery
- Insurance – Zurich 2022/23 annual policy
- Organisational policy – health and safety
- Organisational policy – Fair Work First statement
- Permissions – Planning granted July 2022
- Permissions – Building warrant granted Aug 2022
- Bank statement – Bank of Scotland Nov 2022
- Letter of support – name of Councillor
- Letter of support – community council/group
- Letter of support – name of local business

CRF Monitoring and Evaluation Framework

CRF number: CRF 2171

Organisation: Dingwall Men's Shed

Project Title: Community Craft Village

This monitoring and evaluation framework has been developed to ensure that all requirements for the individual funds we manage are captured under the CRF programme **themes** of People, Place, Economy, and Environment.

People	The provision of services or space that support people in your area.
Place	The infrastructure and facilities in your area and how they support the communities within it.
Economy	The economic wellbeing of your area and the people within it.
Environment	The natural surroundings of your area and how this affects and is affected by local and global factors

The aim of this form is to provide an initial framework, to highlight the most relevant data that will be reported against at the end of the project, so that we can assess how well your project will benefit Highland communities. When completing this section, please ensure that you only select one main strategic objective and the most appropriate outputs your project will deliver. Some outputs may overlap with other strategic objectives to the main one your project will deliver. Also, please ensure you delete as appropriate the options under status column i.e. new/supported/safeguarded.

The 5 main **strategic objectives** under the 4 themes are:

1. Increasing community resilience
2. Tackling poverty & inequality
3. Addressing causes of rural depopulation
4. Helping economic recovery & sustaining growth
5. Tacking the climate emergency & working towards net zero

Increasing community resilience (People)

Any projects that help communities to provide sustainable growth for their area and support for all members of the community, therefore enabling stronger resilience to external pressures (tourism pressure, lack of employment, etc.)

Project outputs	Status (delete as appropriate)	Quantity
Activities for young people	new/supported/safeguarded	
Wellbeing support initiative	supported/safeguarded	1
Spaces for people	enhanced	1
Initiatives that enable communities to stay socially connected	new	36 initially rising to 100
Community-led projects supporting community ownership or management of assets, services, or activities	new/supported	
Other - Please describe other outputs your project will meet that are not listed above:		

Tackling poverty and inequality (People)	
Any initiatives or projects that address inequalities in the community and help address the causes of poverty.	
Project outputs	Quantity
Support for cost-of-living crisis	
Support to gain/sustain employment	
Support for Social Enterprises	
Initiatives that help sustain household incomes	
Advice services – new/supported/safeguarded (delete as appropriate)	
Other - Please describe other outputs your project will meet that are not listed above:	

Addressing causes of rural depopulation (Place)		
Any projects that will specifically allow rural communities to thrive and create opportunities to retain/attract younger generations.		
Project outputs	Status (delete as appropriate)	Quantity
Historical/cultural assets	new/supported/safeguarded	
Affordable housing projects	new/supported	
Feasibility studies/development phases	new/supported	
Community/public transport schemes	new/supported/safeguarded	
Recreational areas	new/improved	
Sports facilities	new/improved	
Local amenities	new/supported/safeguarded	
Local infrastructure	new/improved	
Other - Please describe other outputs your project will meet that are not listed above:		

Helping economic recovery & sustaining growth (Economy)
--

Any initiatives/projects that will have an economic impact on the local communities providing long term and sustainable financial wellbeing to the area.

Project outputs	Quantity
Jobs created/safeguarded (FTE)	
Tourism infrastructure - new/supported/safeguarded (delete as appropriate)	
Training courses delivered/learning days of people receiving training	
Town center improvements	
Initiatives to improve access to local services	
Other - Please describe other outputs your project will meet that are not listed above:	

Tackling climate emergency and working towards net zero (Environment)
 Any initiatives/projects that will address climate change issues, increase community resilience and/or support communities to move towards decarbonization and achieve net zero

Project outputs	Status (delete as appropriate)	Quantity
Environmental awareness initiatives	new/supported/enhanced	
Initiatives contributing to a low-carbon economy	new/supported/enhanced	
Waste, recycling and circular economy initiatives	new/supported/enhanced	
Community renewable energy schemes	new/supported/enhanced	
Community assets to become more energy efficient	new/supported/enhanced	
EV charging points installed	new/supported/enhanced	
Active travel routes	new/supported/enhanced	
Community food growing initiatives	new/supported/enhanced	
Community green space	new/enhanced/safeguarded	
Biodiversity conservation initiatives	new/enhanced/safeguarded	
Marine conservation initiatives	new/enhanced/safeguarded	
Other - Please describe other outputs your project will meet that are not listed above:		



Community Regeneration Funding (CRF) Application Form (v3 Oct 2023)

Key considerations

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To ensure you have the best opportunity to score well during the assessment, please refer to the [Assessment Criteria Matrix](#) (link below) when completing the application form.

A Fair Work First statement must be provided with the application form - this is applicable for all applicants including those who do not employ staff and/or only work with volunteers.

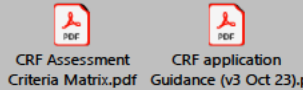
Supporting documentation must be submitted with the application form (see section 8.2).

Projects must not incur expenditure before the project has been approved.

Please complete the [CRF Monitoring and Evaluation Framework](#) detailed from page 10 at the end of this form.

When detailing your project budget, ensure that costs are based on recent quotations or price comparisons. Accuracy is crucial, given the current challenges posed by market inflation. We seek well-developed and robust projects that can commence within three months of approval and be completed and claimed within 12 months.

Double click the icons to download:



SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF2200
1.2	Organisation	High Life Highland
1.3	Project title	Dingwall Youth Club Access & Engagement
1.4	Project summary you wish to be funded (max 100 words)	Dingwall Youth Forum, supported by their Youth Development Officer at High Life Highland, have identified the need to widen the provision of weekly Youth Club sessions for young people in the Dingwall ASG, many of whom experience issues that impact on their mental health and wellbeing, including social isolation and loneliness. This project will enable the

		dedicated Youth Club to open over two evenings per week as opposed to just one, therefore widening opportunities for vulnerable young people to access a safe space to meet with qualified youth workers, get advice and support, and socialise with their friends.	
1.5	Project costs	Total project cost	£9,646.00
		Match funding	£816.00
		CRF grant requested	£8,830.00
1.6	Start date (from 1 st March 2024 unless specified when you're invited to submit a full application)	01/03/2024	
1.7	End date (by 1 st March 2025)	28/02/2025	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9	Please choose ONE main strategic objective the project will meet (see Monitoring and Evaluation Framework for definitions at the end of this form)	<input checked="" type="checkbox"/>	Increasing community resilience
		<input type="checkbox"/>	Tackling poverty and inequality
		<input type="checkbox"/>	Addressing causes of rural depopulation
		<input type="checkbox"/>	Helping economic recovery and sustaining growth
		<input type="checkbox"/>	Tackling the climate emergency and working towards net zero

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	High Life Highland	
2.2	Address and postcode	[REDACTED]	
2.3	Main contact name	Julia McGhee	
2.4	Position in the organisation	Fundraising Officer (Adult Learning & Youth Work)	
2.5	Contact number	[REDACTED]	
2.6	Email address	[REDACTED]	
2.7	Website address	www.highlifehighland.com	
2.8	Organisation type	<input checked="" type="checkbox"/>	Company limited by guarantee
		<input type="checkbox"/>	Constituted group
		<input type="checkbox"/>	Public body
		<input type="checkbox"/>	Charity
		<input type="checkbox"/>	SCIO

		<input type="checkbox"/>	Other (please specify):
2.9	Organisation registered number	407011	
2.10	Is the organisation VAT registered?	<p>By confirming 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.</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
2.11	If the organisation is VAT registered, please provide the number.	123 3265 48	
2.12	Is the VAT related to the project being reclaimed from HMRC?	<input checked="" type="checkbox"/>	Whole
		<input type="checkbox"/>	Partial
		<input type="checkbox"/>	None
2.13	Provide details of VAT exemptions.		

SECTION 3: PROJECT DETAILS

3.1	Please confirm the location of the project including post code.	Dingwall Town Hall Church Street Dingwall IV15 9SB	
3.2	Are you applying on behalf of a partnership project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
3.3	Is there a partnership agreement in place?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
3.4	Is your organisation the lead applicant?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
3.5	Do you own the land or asset?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
3.6	Are you leasing the land or asset?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
3.7	If ownership or lease agreements are not in place, please provide details if applied and/or the arrangements to obtain these and by when.		
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	N/A	

SECTION 4: THE PROJECT PROPOSAL

4.1

List the main activities to deliver the project including timescales. Projects must be completed and fully claimed by 1st March 2025.

Activity name	Achieve by (date)
Recruitment of 2 part-time Assistant Youth Workers	01/04/2024
Purchase of cooking, arts & crafts, indoor games and digital equipment	01/04/2024
Visits from representatives services: Mikey's Line, Change MH, Police Scotland, Highland Council, Dingwall Community Fridge	13/02/2025
Delivery of weekly Youth Club sessions after school in term time and during Easter, Summer and October holidays	28/02/2025
Young people achieve Dynamic Youth Awards	28/02/2025
	Click or tap to enter a date.

4.2

Please describe the project, explaining how it will achieve at least one of the funds' strategic objectives selected in 1.7, and which outputs it hopes to achieve as listed in the CRF Monitoring and Evaluation Framework at the end of this form.

Dingwall Youth Forum (DYF), supported by their Youth Development Officer at High Life Highland, have identified the need to widen the provision of weekly Youth Club sessions for young people in the Dingwall ASG, many of whom experience issues that impact on their mental health and wellbeing, including social isolation and loneliness. By opening the dedicated Youth Club over two evenings per week as opposed to just one, this project will widen opportunities for vulnerable young people to access a safe space to meet with qualified youth workers, get advice and support, and socialise with their friends.

The project will recruit two part-time Assistant Youth Workers who will be responsible for creating opportunities for young people to explore issues that are important to them, enabling them to make informed choices about their actions and their lives. They will facilitate the young people to play an important part in the running of the youth club and to participate in wider community activities and groups. This project will enable two dedicated youth club sessions to run during weekday evenings from April 2024 to end February 2025, where young people will be able to access 1 to 1 support with trusted adults and build support through their peer group and by getting involved with Dingwall Youth Forum.

DYF also want to help young people connect with providers such as Mikey's Line and Change MH, and services such as Police Scotland, Highland Council, and Dingwall Community Fridge. By inviting these organisations in to visit the youth club, young people will have more opportunities to get to know the services they provide and begin to build relationships that could support them into the future. This will have a positive impact on their mental health, lead them away from risky behaviours, and enable them to contribute to a facility that will lead to benefits for the whole community.

In order to widen access and improve engagement, the Youth Club needs to improve its current range of indoor games and equipment - most of which has been donated second hand and is close to end of its useful life. The Youth Forum have done a survey to find out what activities young people want to see at their Youth Club and the top results were:

- Xbox gaming
- Pool table
- Badminton
- Kin Ball

Being able to provide the types of activities that are relevant and accessible to young people is key to their continued engagement with the Youth Club and broadening the reach of the Youth Team across the Dingwall ASG. Through this engagement young people will also be offered supported opportunities to gain Dynamic Achievement awards, giving young people goals to aim for and certificated courses leading to SCQF (Scottish Candidate Qualification Framework) points on their accreditation certificates.

4.3

How will the project benefit local communities or the local economy?

This project will support **Community Resilience in the Dingwall ASG** by enabling young people to access regular youth club sessions twice a week in their local community, where they can take part in a range of activities that they have selected and that will positively impact on their mental health and wellbeing, reduce social isolation and loneliness and offer positive alternatives to risky behaviours. The Youth Club provides a safe space for young people from the Dingwall ASG to meet with qualified youth workers and is where young people have the chance to meet with their friends, gain opportunities and experiences, access digital devices, and get advice and support from youth workers.

This project will help strengthen links between young people and their local community by facilitating opportunities to meet representatives from local services and providers such as the Police and Fire Brigade, Mikey's Line, Change Mental Health, and Dingwall Community Fridge. By getting to know people from these organisations through their Youth Club, young people will develop wider support networks and become more resilient as a result.

Young people will also have access to Leadership/Life Skills and Employability Awards supported by the Youth Team. These can build towards volunteering and job opportunities, benefitting both the local community and local economy. The project will further benefit the local economy by creating two new part-time Assistant Youth Workers posts, which will benefit the local community by creating jobs in youth work.

4.4

What local need or opportunity will the project address and has this been recognised in a local plan?

The Highland Council '**Have Your Say Dingwall & Seaforth**' report highlights that Activities for Young People and Wellbeing Support and Spaces for People are High or the Highest priority for respondents to the survey in August-Sept 2022.

The project will address the need for more **Activities for Young People** by enabling the Youth Club to deliver two sessions per week rather than just one and by providing activities that are relevant and engaging for young people. Dingwall Youth Forum has surveyed young people to find out what activities they want to see at their Youth Club and these include: cooking and baking, arts & crafts, indoor sports, pool and Xbox gaming.

The project will address the need for **Wellbeing Support** by creating more opportunities for young people to socialise in a safe space with their peers, have access to support from trusted adults and receive information from local services and mental health providers. Through sharing skills and equipment with other groups that use the Youth Club – such as Highlights Youth Club - the project will also directly support young people aged 12-18 years who have Additional Support Needs.

The project will address the need for **Spaces for People** through opening up the Youth Club twice a week rather than once a week, creating greater access for all young people in the Dingwall ASG and engaging them through a wider range of activities.

4.5

**How do you know there is local support for the project?
How can you evidence this?**

Dingwall Youth Forum, with support from their Youth Development Officer, have highlighted the need to widen the provision of weekly Youth Club sessions for young people in the Dingwall ASG, many of whom experience issues that impact on their mental health and wellbeing, including social isolation and loneliness. Local services including the Fire Brigade and Police are extremely supportive of the project and have provided letters of support (please find attached). Highlights Youth Club have also written a letter of support for the project outlining the positive impact it will also have on their group.

4.6

How will the project be supported/maintained/sustained after CRF funding?

This project will be supported and sustained after CRF funding through High Life Highland's core Youth Work delivery and through the continuous efforts of the Youth Team, supported by their Fundraising Officer, to secure external funding from a wide variety of sources. Through HLH Youth Achievement Awards, young people will also gain the skills and confidence necessary to become volunteers within the service and this will help to establish sustainable roots for Youth Work within the local community.

4.7

What will be the lasting benefits and legacy?

Our considerable experience in the field of Community Learning and Development has shown that both financial and non-financial barriers to accessing and benefitting from mainstream services is a key inhibitor of wellbeing levels of some people and that there is an observable correlation between those levels of wellbeing and resilience. The lasting benefits of this project will be the positive impact made on the wellbeing and resilience of the young people who participate, and as a result, a wider impact on their families and the community in the Dingwall ASG area.

There will also be a long-lasting legacy through the games and activities equipment secured for the Youth Club, which young people will continue to benefit from for years to come. In 2022-23, the Youth Team in Dingwall have assisted 125 young people to achieve non-accredited awards and certificates and 20 young people to complete a Dynamic Youth Award, which is accredited and counts towards SQA qualifications. Through Youth Club activities the more young people will be enabled to complete Youth Achievement Awards, which will have a lasting legacy for their future career paths.

4.8

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

All of the project activities will happen at the Youth Club, based at Dingwall Town Hall, which is in the centre of the town and walking distance from the school. This reduces the need for young people to travel by car or public transport to take part in activities, helping to reduce the carbon footprint of the project.

Recyclable materials such as plastic bottles, glass, tin cans, paper and cardboard are regularly collected at Youth Club sessions and recycled via the Council's waste management system.

Young people are encouraged and supported to discuss climate change and environmental issues at the Youth Forum and this helps to promote the overall awareness within the Youth Club of human impact on the planet.

4.9


In developing the project, explain how you have considered equalities issues and 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 engage young people in the Dingwall ASG many of whom face significant challenges in their lives and as a result are disengaged from school and are at risk of experiencing poor outcomes and quality of life. Most are from homes that experience poverty and deprivation. A number have been affected by substance misuse and suicide in their families and friendship circles. Many experience mental health problems such as anxiety and depression and have low confidence levels.

This project will ensure that no young person is excluded or disadvantaged from the benefits of youth-led activities and opportunities, by working with Dingwall High School to help identify those young people most in need of support, establishing contact with the young people through their peers and their families to invite and encourage individuals to be involved the project. The Youth Club sessions will be widely advertised through social media, text message and phone calls, emails and through word of mouth in the school and local community.

4.10

All applicants are required to provide a statement how the organisation is committed to advancing the [Fair Work](#)

<p>First Policy including the ‘Real Living Wage’ and ‘Effective Workers Voice’ criteria. The statement should be agreed jointly by the employer and an appropriate workplace representative or a trade union representative if one is in place.</p> <p>This statement is applicable to all groups and organisations even if you do not employ staff and/or only work with volunteers. Projects cannot progress without a signed statement - refer to the Fair Work First guidance for more information.</p> <p>Complete the following Fair Work First Statement and Declaration form and submit with the application. Double click the icon to download.</p> <p> FWF statement and declaration template.c</p>	
Have you provided a Fair Work First statement in a separate document with this application? Please ensure it is signed by an appropriate workplace representative.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Can you confirm if you have the Living Wage Accreditation and/or planning to be certified.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Applied <input type="checkbox"/>
Is the Fair Work First statement on your organisation website?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Do not have a website <input type="checkbox"/>
How many people do you employ or how many volunteers do you have?	1060
Do you currently pay the Real Living Wage hourly rate?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
As part of your procurement assessment process, do you ensure that traders/suppliers pay the Real Living Wage hourly rate?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?	<input checked="" type="checkbox"/> Line Management Relationship <input checked="" type="checkbox"/> Staff /Engagement Surveys <input checked="" type="checkbox"/> Suggestions Schemes <input checked="" type="checkbox"/> Intranet/Online Platforms <input checked="" type="checkbox"/> Staff Forums / Networks <input checked="" type="checkbox"/> Trade Union Recognition/Collective Bargaining

SECTION 5: PROJECT BUDGET

5.1	<p>Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons. Double click the table to complete the fields. The totals fields will auto populate when entering the figures in the amount section. Please refer to the guidance note on eligible expenditure and only complete the overheads and management fees summary where applicable. Double click the icon to download.</p>
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	These should be from recent price comparisons or quotations but if you have not been able to achieve this, explain how costs were developed.	Price comparisons for cooking, indoor games and digital equipment have been sourced online. Costs for Arts & Crafts materials have been estimated at £5 per head for 10 young people over 10 sessions.
5.3	Please explain how your project will achieve value for money.	This project will achieve value for money by providing support for approximately 60 young people over the course of a year, providing accessible and inclusive activities that will targeted towards young people many of whom experience barriers to engaging with school.

SECTION 6 – MATCH FUNDING

6.1 Match funding details – Double click the table to complete the fields. The totals fields will auto populate when entering the figures in the amount section however you’ll need to add the CRF grant request. All projects must start within three months of approval.

Name of funder	Confirmed Yes/No	Date confirmed or expected	Amount (£)
Highland Cares	Yes	20/11/2023	816
Total match funding (£)			816
CRF grant request (£)			8830
Total project cost (£)			9646

6.2	Will the project involve “in kind” support?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6.3	If yes, please detail.	<p>HLH Youth Development Officer: Project management, project delivery, evaluation and reporting - 48 weeks x 5 hrs per wk @ £17.88 per hour + 28% on costs = £5,492</p> <p>Venue costs for Dingwall Town Hall: 2 sessions per week x 48</p>

		weeks x 2 hrs x £20 per hour = £3,840
6.4	Please explain why public funding is required to deliver the project.	Without public funding this project will not be able to be delivered as current budgeting levels within HLH Youth Services are not sufficient to cover the costs required to deliver two Youth Club sessions per week in Dingwall ASG or to cover the costs of new equipment to deliver the activities and indoor games.
6.5	Please explain what the remaining bank balances are for in your accounts.	High Life Highland operates from the Highland Council General Income Bank account.
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	Due to FRS pension liability of £9.73M, HLH reserves are in deficit.

SECTION 7 – INCOME GENERATION

7.1	Will the project generate income?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	
7.3	How will you ensure that local organisations/businesses are not disadvantaged because of the project? Are they supportive of the project?	HLH works in partnership with local organisations, groups and clubs in Dingwall & Seaforth to provide high quality learning and socialisation opportunities for young people in remote, rural communities. HLH Youth Team will communicate with other youth work providers in the Mid-Ross area in order to maximise the support for vulnerable young people and their families to connect with the project. This in turn will aid the work of other third sector providers.
7.4	Have you considered taking out a loan for the project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.5	If not, please state why?	Due to its Service Level Agreement with Highland Council, High Life Highland is not permitted to take out loans.
7.6	Have you previously received public funding?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7.7	If yes, please provide details of awards for the last 3 fiscal years and if any were awarded under Public Subsidy.	

High Life Highland has a Service Level Agreement with Highland Council.

Funding	Date	Amount £	Public Subsidy?
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	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION

8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.

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 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.

Signature:



Print: Julia McGhee

Date:

24/11/2023

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
1	CRF Monitoring & Evaluation framework (page 9 below)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2	Bank statement – please provide a full bank statement with the organisation address. It must be the latest statement at the time of application submission.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3	Annual financial accounts – latest available.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4	Constitution or articles and memorandum.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5	Committee Members or Directors List.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6	Policies – relevant organisational policies applicable to the project such as child protection, health and safety, equal opportunities, Fair Work First policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7	Valid organisation insurance policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
9	Confirmation of match funding letters	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>

10	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input checked="" type="checkbox"/>
11	Business plan (income generation projects only)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input checked="" type="checkbox"/>
12	Job descriptions (for CRF funded posts)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
13	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
14	Partnership agreement	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input checked="" type="checkbox"/>
Reason for missing documentation:				

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number. Please ensure you have labelled the supporting documents as per 8.2 of the guidance note:

The application form should follow the naming convention example:
CRF0123 – (Name of organisation) final application form

Supporting documentation should be labelled as: **document type followed with the title** – for example:

- Match funding – The Highland Council
- Match funding – National Lottery
- Insurance – Zurich 2022/23 annual policy
- Organisational policy – health and safety
- Organisational policy – Fair Work First statement
- Permissions – Planning granted July 2022
- Permissions – Building warrant granted Aug 2022
- Bank statement – Bank of Scotland Nov 2022
- Letter of support – name of Councillor
- Letter of support – community council/group
- Letter of support – name of local business

CRF Monitoring and Evaluation Framework

CRF number: CRF2200

Organisation: High Life Highland

Project Title: Dingwall Youth Club Access & Engagement

This monitoring and evaluation framework has been developed to ensure that all requirements for the individual funds we manage are captured under the CRF programme **themes** of People, Place, Economy, and Environment.

People	The provision of services or space that support people in your area.
Place	The infrastructure and facilities in your area and how they support the communities within it.
Economy	The economic wellbeing of your area and the people within it.
Environment	The natural surroundings of your area and how this affects and is affected by local and global factors

The aim of this form is to provide an initial framework, to highlight the most relevant data that will be reported against at the end of the project, so that we can assess how well your project will benefit Highland communities. When completing this section, please ensure that you only select one main strategic objective and the most appropriate outputs your project will deliver. Some outputs may overlap with other strategic objectives to the main one your project will deliver. Also, please ensure you delete as appropriate the options under status column i.e. new/supported/safeguarded.

The 5 main **strategic objectives** under the 4 themes are:

- | | |
|---|-------------------------------------|
| 1. Increasing community resilience | <input checked="" type="checkbox"/> |
| 2. Tackling poverty & inequality | <input type="checkbox"/> |
| 3. Addressing causes of rural depopulation | <input type="checkbox"/> |
| 4. Helping economic recovery & sustaining growth | <input type="checkbox"/> |
| 5. Tacking the climate emergency & working towards net zero | <input type="checkbox"/> |

Increasing community resilience (People)		
Any projects that help communities to provide sustainable growth for their area and support for all members of the community, therefore enabling stronger resilience to external pressures (tourism pressure, lack of employment, etc.)		
Project outputs	Status (delete as appropriate)	Quantity
Activities for young people	New/enhanced	2

Wellbeing support initiative	New/enhanced	2
Spaces for people	enhanced	1
Initiatives that enable communities to stay socially connected	New/enhanced	2
Community-led projects supporting community ownership or management of assets, services, or activities		
Other - Please describe other outputs your project will meet that are not listed above:		

Tackling poverty and inequality (People)	
Any initiatives or projects that address inequalities in the community and help address the causes of poverty.	
Project outputs	Quantity
Support for cost-of-living crisis	2
Support to gain/sustain employment	2
Support for Social Enterprises	
Initiatives that help sustain household incomes	
Advice services – new/supported/safeguarded (delete as appropriate)	
Other - Please describe other outputs your project will meet that are not listed above:	

Addressing causes of rural depopulation (Place)		
Any projects that will specifically allow rural communities to thrive and create opportunities to retain/attract younger generations.		
Project outputs	Status (delete as appropriate)	Quantity
Historical/cultural assets	new/supported/safeguarded	
Affordable housing projects	new/supported	
Feasibility studies/development phases	new/supported	
Community/public transport schemes	new/supported/safeguarded	
Recreational areas	new/improved	
Sports facilities	new/improved	
Local amenities	new/supported/safeguarded	
Local infrastructure	improved	
Other - Please describe other outputs your project will meet that are not listed above:		

Helping economic recovery & sustaining growth (Economy)	
Any initiatives/projects that will have an economic impact on the local communities providing long term and sustainable financial wellbeing to the area.	
Project outputs	Quantity

Jobs created/safeguarded (FTE)	
Tourism infrastructure - new/supported/safeguarded (delete as appropriate)	
Training courses delivered/learning days of people receiving training	
Town center improvements	
Initiatives to improve access to local services	
Other - Please describe other outputs your project will meet that are not listed above:	

Tackling climate emergency and working towards net zero (Environment) Any initiatives/projects that will address climate change issues, increase community resilience and/or support communities to move towards decarbonization and achieve net zero		
Project outputs	Status (delete as appropriate)	Quantity
Environmental awareness initiatives	enhanced	1
Initiatives contributing to a low-carbon economy	new/supported/enhanced	
Waste, recycling and circular economy initiatives	new/supported/enhanced	
Community renewable energy schemes	new/supported/enhanced	
Community assets to become more energy efficient	new/supported/enhanced	
EV charging points installed	new/supported/enhanced	
Active travel routes	new/supported/enhanced	
Community food growing initiatives	new/supported/enhanced	
Community green space	new/enhanced/safeguarded	
Biodiversity conservation initiatives	new/enhanced/safeguarded	
Marine conservation initiatives	new/enhanced/safeguarded	
Other - Please describe other outputs your project will meet that are not listed above:		



Community Regeneration Funding (CRF) Application Form (v3 Oct 2023)

Key considerations

Please refer to the [Application Guidance](#) (link below) and [Fair Work First Summary Guidance](#) when completing the application form as there are important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering, and the outputs it hopes to achieve. Do not exceed the word limit given as the CRF Team and decision-making group have many applications to assess.

To ensure you have the best opportunity to score well during the assessment, please refer to the [Assessment Criteria Matrix](#) (link below) when completing the application form.

A Fair Work First statement must be provided with the application form - this is applicable for all applicants including those who do not employ staff and/or only work with volunteers.

Supporting documentation must be submitted with the application form (see section 8.2).

Projects must not incur expenditure before the project has been approved.

Please complete the [CRF Monitoring and Evaluation Framework](#) detailed from page 10 at the end of this form.

When detailing your project budget, ensure that costs are based on recent quotations or price comparisons. Accuracy is crucial, given the current challenges posed by market inflation. We seek well-developed and robust projects that can commence within three months of approval and be completed and claimed within 12 months.

Double click the icons to download:



CRF Assessment
Criteria Matrix.pdf



CRF application
Guidance (v3 Oct 23).pdf

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF2305
1.2	Organisation	Dingwall and District Angling Club
1.3	Project title	Replacement Steps and Associated Works
1.4	Project summary you wish to be funded (max 100 words)	Replacement of steps leading down to the River Conon from the northside of the road bridge on the A835 plus associated works of providing two seats and access to both
		Total project cost £6,800

1.5	Project costs	Match funding	£0
		CRF grant requested	£6,800
1.6	Start date (from 1 st March 2024 unless specified when you're invited to submit a full application)	01/04/2024	
1.7	End date (by 1 st March 2025)	Click or tap to enter a date. 30/04/2024	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9	Please choose ONE main strategic objective the project will meet (see Monitoring and Evaluation Framework for definitions at the end of this form)	<input checked="" type="checkbox"/>	Increasing community resilience
		<input type="checkbox"/>	Tackling poverty and inequality
		<input type="checkbox"/>	Addressing causes of rural depopulation
		<input type="checkbox"/>	Helping economic recovery and sustaining growth
		<input type="checkbox"/>	Tackling the climate emergency and working towards net zero

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	Dingwall and District Angling Club	
2.2	Address and postcode	[REDACTED]	
2.3	Main contact name	John Urquhart	
2.4	Position in the organisation	Secretary/Treasurer	
2.5	Contact number	[REDACTED]	
2.6	Email address	[REDACTED]	
2.7	Website address	[REDACTED]	
2.8	Organisation type	<input type="checkbox"/>	Company limited by guarantee
		<input checked="" type="checkbox"/>	Constituted group
		<input type="checkbox"/>	Public body
		<input type="checkbox"/>	Charity
		<input type="checkbox"/>	SCIO
		<input type="checkbox"/>	Other (please specify):
2.9	Organisation registered number		
2.10	Is the organisation VAT registered?	<p>By confirming 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.</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	

2.11	If the organisation is VAT registered, please provide the number.	
2.12	Is the VAT related to the project being reclaimed from HMRC?	<input type="checkbox"/> Whole
		<input type="checkbox"/> Partial
		<input checked="" type="checkbox"/> None
2.13	Provide details of VAT exemptions.	

SECTION 3: PROJECT DETAILS


3.1	Please confirm the location of the project including post code.	North side of road bridge on A835 crossing the River Conon
3.2	Are you applying on behalf of a partnership project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.3	Is there a partnership agreement in place?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.4	Is your organisation the lead applicant?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.5	Do you own the land or asset?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.6	Are you leasing the land or asset?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.7	If ownership or lease agreements are not in place, please provide details if applied and/or the arrangements to obtain these and by when.	River fishing owned by Highland Council and leased to Dingwall and District Angling Club
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	

SECTION 4: THE PROJECT PROPOSAL

4.1	List the main activities to deliver the project including timescales. Projects must be completed and fully claimed by 1 st March 2025.
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Activity name	Achieve by (date)
Proposed to remove existing steps during April 2024 so that all is completed for public use before the summer months	30/04/2024
	Click or tap to enter a date.
	Click or tap to enter a date.
	Click or tap to enter a date.

		Click or tap to enter a date.
		Click or tap to enter a date.
4.2	Please describe the project, explaining how it will achieve at least one of the funds' strategic objectives selected in 1.7, and which outputs it hopes to achieve as listed in the CRF Monitoring and Evaluation Framework at the end of this form.	
<p>The existing steps leading down from the bridge parapet to the bottom of the embankment are now in a dangerous state of repair and therefore inhibits people from accessing the river bank safely and enjoying the ambience of the waterside.</p> <p>The funding of the replacement steps and enhancing footpath access to 2 No. seats situated 100 and 300 metres from the steps will enable persons to access more readily the riverbank and contribute to all users' wellbeing.</p>		
4.3	How will the project benefit local communities or the local economy?	
4.4	What local need or opportunity will the project address and has this been recognised in a local plan?	
Word limit 400		
4.5	How do you know there is local support for the project? How can you evidence this?	
Word limit 400		
4.6	How will the project be supported/maintained/sustained after CRF funding?	
Dingwall and District Angling Club will maintain in good order the steps and associated works.		

4.7	What will be the lasting benefits and legacy?
Safe and easy access for everyone.	
4.8	Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.
All waste material disposed to local waste recycling centre.	
4.9	In developing the project, explain how you have considered equalities issues and 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?
Due to site access it is not possible to provide wheelchair access but the provision of the new steps, seating and paths will allow access for all other persons.	
4.10	<p>All applicants are required to provide a statement how the organisation is committed to advancing the Fair Work First Policy including the 'Real Living Wage' and 'Effective Workers Voice' criteria. The statement should be agreed jointly by the employer and an appropriate workplace representative or a trade union representative if one is in place.</p> <p>This statement is applicable to all groups and organisations even if you do not employ staff and/or only work with volunteers. Projects cannot progress without a signed statement - refer to the Fair Work First guidance for more information. Complete the following Fair Work First Statement and Declaration form and submit with the application. Double click the icon to download.</p> <div data-bbox="272 1615 331 1671" style="text-align: center;">  </div> <p data-bbox="204 1682 411 1731">FWF statement and declaration template.c</p>
Have you provided a Fair Work First statement in a separate document with this application? Please ensure it is signed by an appropriate workplace representative.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Can you confirm if you have the Living Wage Accreditation and/or planning to be certified.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Applied <input type="checkbox"/>

Is the Fair Work First statement on your organisation website?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Do not have a website <input type="checkbox"/>
How many people do you employ or how many volunteers do you have?	12 volunteers
Do you currently pay the Real Living Wage hourly rate?	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
As part of your procurement assessment process, do you ensure that traders/suppliers pay the Real Living Wage hourly rate?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?	<input type="checkbox"/> Line Management Relationship <input type="checkbox"/> Staff /Engagement Surveys <input checked="" type="checkbox"/> Suggestions Schemes <input type="checkbox"/> Intranet/Online Platforms <input type="checkbox"/> Staff Forums / Networks <input type="checkbox"/> Trade Union Recognition/Collective Bargaining

SECTION 5: PROJECT BUDGET

5.1	<p>Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons. Double click the table to complete the fields. The totals fields will auto populate when entering the figures in the amount section. Please refer to the guidance note on eligible expenditure and only complete the overheads and management fees summary where applicable. Double click the icon to download.</p> <div style="text-align: center;">  <small>CRF overheads and management fees sun</small> </div>
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SECTION 6 – MATCH FUNDING

6.1 Match funding details – Double click the table to complete the fields. The totals fields will auto populate when entering the figures in the amount section however you’ll need to add the CRF grant request. All projects must start within three months of approval.

Name of funder	Confirmed Yes/No	Date confirmed or expected	Amount (£)	
			Total match funding (£)	0
			CRF grant request (£)	
			Total project cost (£)	0

6.2	Will the project involve “in kind” support?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6.3	If yes, please detail.	Club members will help to prepare the site for work and will maintain in good order the steps and associated works once complete
6.4	Please explain why public funding is required to deliver the project.	The steps etc. are utilised in the main by members of the public
6.5	Please explain what the remaining bank balances are for in your accounts.	The Club funds are utilised to pay for rent and rates to Cromarty Firth Fishery Board and Highland Council, Public Liability Insurance, and general expenditure throughout the year.
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	Existing annual financial commitments require the Club to maintain adequate funds in their account to cover annual running costs.

SECTION 7 – INCOME GENERATION

7.1	Will the project generate income?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	
7.3	How will you ensure that local organisations/businesses are not disadvantaged because of the project? Are they supportive of the project?	There will be no impact on existing local businesses.
7.4	Have you considered taking out a loan for the project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.5	If not, please state why?	
7.6	Have you previously received public funding?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7.7	If yes, please provide details of awards for the last 3 fiscal years and if any were awarded under Public Subsidy.	

Funding	Date	Amount £	Public Subsidy?
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION

8.1	Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.	
<p><i>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.</i></p> <p><i>The data 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.</i></p>		
Signature: [REDACTED]		Date: 22/01/2024
Print: John Urquhart		

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
1	CRF Monitoring & Evaluation framework (page 9 below)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2	Bank statement – please provide a full bank statement with the organisation address. It must be the latest statement at the time of application submission.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3	Annual financial accounts – latest available.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4	Constitution or articles and memorandum.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5	Committee Members or Directors List.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
6	Policies – relevant organisational policies applicable to the project such as child protection, health and safety, equal opportunities, Fair Work First policy.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7	Valid organisation insurance policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
9	Confirmation of match funding letters	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
10	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
11	Business plan (income generation projects only)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
12	Job descriptions (for CRF funded posts)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
13	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
14	Partnership agreement	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Reason for missing documentation:		

Completed forms and supporting documentation should be emailed to communityregenerationfund@highland.gov.uk quoting your unique project reference number. Please ensure you have labelled the supporting documents as per 8.2 of the guidance note:

The application form should follow the naming convention example:
CRF0123 – (Name of organisation) final application form

Supporting documentation should be labelled as: **document type followed with the title** – for example:

- Match funding – The Highland Council
- Match funding – National Lottery
- Insurance – Zurich 2022/23 annual policy
- Organisational policy – health and safety
- Organisational policy – Fair Work First statement
- Permissions – Planning granted July 2022
- Permissions – Building warrant granted Aug 2022
- Bank statement – Bank of Scotland Nov 2022
- Letter of support – name of Councillor
- Letter of support – community council/group
- Letter of support – name of local business

CRF Monitoring and Evaluation Framework

CRF number:

Organisation: Dingwall and District Angling Club

Project Title: Replacement and Associated Works

This monitoring and evaluation framework has been developed to ensure that all requirements for the individual funds we manage are captured under the CRF programme **themes** of People, Place, Economy, and Environment.

People	The provision of services or space that support people in your area.
Place	The infrastructure and facilities in your area and how they support the communities within it.
Economy	The economic wellbeing of your area and the people within it.
Environment	The natural surroundings of your area and how this affects and is affected by local and global factors

The aim of this form is to provide an initial framework, to highlight the most relevant data that will be reported against at the end of the project, so that we can assess how well your project will benefit Highland communities. When completing this section, please ensure that you only select one main strategic objective and the most appropriate outputs your project will deliver. Some outputs may overlap with other strategic objectives to the main one your project will deliver. Also, please ensure you delete as appropriate the options under status column i.e. new/supported/safeguarded.

The 5 main **strategic objectives** under the 4 themes are:

1. Increasing community resilience
2. Tackling poverty & inequality
3. Addressing causes of rural depopulation
4. Helping economic recovery & sustaining growth
5. Tacking the climate emergency & working towards net zero

Increasing community resilience (People)

Any projects that help communities to provide sustainable growth for their area and support for all members of the community, therefore enabling stronger resilience to external pressures (tourism pressure, lack of employment, etc.)

Project outputs	Status (delete as appropriate)	Quantity
Activities for young people	supported	1
Wellbeing support initiative	supported	1
Spaces for people	enhanced	1
Initiatives that enable communities to stay socially connected	supported	1
Community-led projects supporting community ownership or management of assets, services, or activities	supported	1

Other - The Club provides specific permits for disabled anglers, juniors and young adults along with general members. This project will enable easy access for our members and the general public who utilize the river walk for general health and wellbeing and exercising of dogs.

Tackling poverty and inequality (People)

Any initiatives or projects that address inequalities in the community and help address the causes of poverty.

Project outputs	Quantity
Support for cost-of-living crisis	
Support to gain/sustain employment	
Support for Social Enterprises	
Initiatives that help sustain household incomes	
Advice services – new/supported/safeguarded (delete as appropriate)	

Other - Please describe other outputs your project will meet that are not listed above:

Addressing causes of rural depopulation (Place)

Any projects that will specifically allow rural communities to thrive and create opportunities to retain/attract younger generations.

Project outputs	Status (delete as appropriate)	Quantity
Historical/cultural assets	new/supported/safeguarded	
Affordable housing projects	new/supported	
Feasibility studies/development phases	new/supported	
Community/public transport schemes	new/supported/safeguarded	
Recreational areas	new/improved	
Sports facilities	new/improved	
Local amenities	new/supported/safeguarded	
Local infrastructure	new/improved	

Other - Please describe other outputs your project will meet that are not listed above:

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Helping economic recovery & sustaining growth (Economy)

Any initiatives/projects that will have an economic impact on the local communities providing long term and sustainable financial wellbeing to the area.

Project outputs	Quantity
Jobs created/safeguarded (FTE)	
Tourism infrastructure - new/supported/safeguarded (delete as appropriate)	
Training courses delivered/learning days of people receiving training	
Town center improvements	
Initiatives to improve access to local services	

Other - Please describe other outputs your project will meet that are not listed above:

Tackling climate emergency and working towards net zero (Environment)

Any initiatives/projects that will address climate change issues, increase community resilience and/or support communities to move towards decarbonization and achieve net zero

Project outputs	Status (delete as appropriate)	Quantity
Environmental awareness initiatives	new/supported/enhanced	
Initiatives contributing to a low-carbon economy	new/supported/enhanced	
Waste, recycling and circular economy initiatives	new/supported/enhanced	
Community renewable energy schemes	new/supported/enhanced	
Community assets to become more energy efficient	new/supported/enhanced	
EV charging points installed	new/supported/enhanced	
Active travel routes	new/supported/enhanced	
Community food growing initiatives	new/supported/enhanced	
Community green space	new/enhanced/safeguarded	
Biodiversity conservation initiatives	new/enhanced/safeguarded	
Marine conservation initiatives	new/enhanced/safeguarded	

Other - Please describe other outputs your project will meet that are not listed above:

Area Committee/date:

Ref No	Organisation	Project title	Project description	Total project cost	Grant Requested	Capital	Revenue	Project start date	Project end date	Match funding confirmed? (Y/N)	Outstanding consent/permissions? (Y/N)	Public subsidy concerns? (Y/N)	% rate	Project Robustness	Engagement & Support	Meeting a need/demand	Legacy & Exit Strategy	Equalities issues/ impacts	Environmental sustainability	Value for Money	Match funding	Meets Local Priorities	Additionality	Score	Approved/decision	Comments	Total funding approved	HCCF	PIBP	UKSP	
2171	Dingwall Men's Shed	Community Craft Village	To encourage members of the community, particularly those who have become socially isolated or disconnected from society to come along and develop contacts and networks and hopefully develop a sense of self-worth and practical achievement	£ 93,000	£ 5,500	£ -	£ 5,500	01/04/2024	31/03/2025	Y	N/A	N	6%	3	3	3	3	2	3	3	3	3	3	29							
2200	HLH Dingwall Youth Club	Dingwall Youth Club Access & Engagement	This project will enable the dedicated Youth Club to open over two evenings per week as opposed to just one, therefore widening opportunities for vulnerable young people to access a safe space to meet with qualified youth workers, get advice and support, and socialise with their friends	£ 9,646	£ 8,830	£ 3,620	£ 5,210	01/03/2024	28/02/2025	Y	N/A	N	92%	3	3	3	3	2	2	3	2	3	3	27							
2305	Dingwall & District Angling Club	Replacement Steps and Associated Works	Replacement of steps leading down to the River Conon from the northside of the road bridge on the A835 plus associated works of providing two seats and access to both	£ 6,800	£ 6,800	£ 6,800	£ -	01/04/2024	03/05/2024	N/A	N/A	N	100%	2	2	3	3	2	2	3	2	2	3	24							
				£ 109,446	£ 21,130	£ 10,420	£ 10,710																								
RAG																															
All projects are given a rating of red, amber or green against key assessment criteria. As part of the application paperwork applicants are made aware of the criteria for these. These ratings are then converted into scores as follows:																															
Red – 1, amber – 2, green – 3. This allows a total score for each project to be provided.																															
Ratings are based on information provided during the application process and are provided as a guide only.																															
All projects presented are eligible but if Members wish to approve projects that have red or amber ratings it would usually suggest that additional conditions will be attached to the award to address these concerns.																															