

The Highland Council

Agenda Item	8
Report No	BSAC/015/24

Committee: Badenoch and Strathspey

Date: 26 August 2024

Report Title: Community Regeneration Fund Assessment of Application

Report By: Assistant Chief Executive - Place

1 Purpose/Executive Summary

- 1.1 Community Regeneration Funding is an umbrella term for several funds that are available for communities/organisations to access in Highland. At present, in Badenoch and Strathspey, it comprises elements of the UK Government's Shared Prosperity Fund along with the Place Based Investment Programme, both of which are Scottish and UK 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.
- 1.2 An application relating to the Community Asset Transfer of the Glenmore Visitor Centre has recently been submitted for consideration against the remaining area funds for 2023/24.
- 1.3 The application has been checked and technically assessed by the Community Regeneration Fund team.
- 1.4 To aid Members in their decision making, the following appendices are provided to this report:-
- **Appendix 1** – Project Application Form; and
 - **Appendix 2** – Technical Assessment RAG Summary

RAG (Red, Amber, Green) status on key criteria is based on the application form and supplementary information provided from the applicant. The application presented is 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 application presented and agree whether to approve, defer or reject it. An approval of funding should detail the amount approved up to the available funding 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 the 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

3 Implications

- 3.1 **Resource** - The application totals a request of £30,805 (£7,700 revenue and £23,105 capital), there are insufficient funds remaining within the 2023/24 budget to cover this. There is £6,948.48 revenue and £9,169.56 capital remaining. If Members decide to approve this project, they can award up to these remaining funding amounts.

Please note that these funds need to be allocated and spent before March 2025 and cannot be carried forward into the next financial year.

- 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 financial and reputational interests.
- 3.3 **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.
- 3.4 **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 organisations.
- 3.5 **Gaelic** - Consideration given within individual project applications in line with the Council's policy.

4 Impacts

- 4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.
- 4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.

4.3 A separate screening for impact for each application is not required, however consideration of impacts for equalities, socio-economic impact and consideration of the impact on the individual community is part of the assessment criteria and included within the assessment report. This supports the decision-making process.

Designation: Assistant Chief Executive - Place

Date: 7 August 2024

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

Background Papers: None

Appendices: Appendix 1 – Project Application Form
Appendix 2 – Technical Assessment 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:



CRF Assessment
Criteria Matrix.pdf



CRF application
Guidance (v3 Oct 23).pdf

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF2187
1.2	Organisation	Aviemore and Glenmore Community Trust
1.3	Project title	Glenmore Visitor Centre Regeneration - Phase 1
1.4	Project summary you wish to be funded (max 100 words)	Aviemore and Glenmore Community Trust (AGCT) seeks funding to complete the Community Asset Transfer (CAT) of the Glenmore Visitor Centre and prepare it for essential operation by early December 2024. This first phase lays the groundwork for the centre's regeneration, creating a welcoming hub for benefit of visitors and community alike.

1.5	Project costs	Total project cost	£373,113
		Match funding	341,308
		CRF grant requested	£30,805
1.6	Start date (<i>from 1st March 2024 unless specified when you're invited to submit a full application</i>)	30/09/2024	
1.7	End date (<i>by 1st March 2025</i>)	01/03/2025	
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 checked="" type="checkbox"/>	Helping economic recovery and sustaining growth
		<input checked="" type="checkbox"/>	Tackling the climate emergency and working towards net zero

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	Aviemore and Glenmore Community Trust	
2.2	Address and postcode	Registered: 15-17 High Street, Kingussie PH21 1HS Correspondence: 7 Slochd Court, Aviemore PH22 1TS	
2.3	Main contact name	Kirsty Bruce	
2.4	Position in the organisation	Development Officer	
2.5	Contact number	[REDACTED]	
2.6	Email address	[REDACTED]	
2.7	Website address	www.aviemoreglenmoretrust.org	
2.8	Organisation type	<input checked="" 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	Company Number: SC578898 Charity Number: SC051417	
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 <u>must</u> notify the CRF Team as this may affect the offer of grant.	

		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
2.11	If the organisation is VAT registered, please provide the number.	385 4044 86	
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.	NA	

SECTION 3: PROJECT DETAILS		
3.1	Please confirm the location of the project including post code.	Glenmore Visitor Centre, Glenmore, Aviemore PH22 1QU
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.	The Aviemore and Glenmore Community Trust (AGCT) is currently in the legal process of acquiring the Glenmore Visitor Centre through a community asset transfer from Forestry and Land Scotland. A positive decision notice has been received on our application, and a formal offer will be submitted by September 30th, 2024, with an anticipated transfer date of
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.				
	<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)				

Legal services for acquiring the visitor centre as per the terms of the community asset transfer decision notice, including drafting offer and lease documents, conducting due diligence and handling title registration.	30/09/2024
Café design services conceptual design floor plans and mood boards for café layout and flow improvements	01/10/2024
Disabled Access Door System install automated swing door closure mechanisms with push pads for ease of access for people with disabilities.	30/11/2024
Cafe Equipment Upgrades: purchase of commercial coffee machine and dishwasher	30/11/2024

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.

The Aviemore and Glenmore Community Trust (AGCT) is undertaking a phased approach to the regeneration of the Glenmore Visitor Centre. This application focuses on securing funding for Phase 1, which aims to complete the Community Asset Transfer and ensure operational readiness of the Visitor Centre.

Phase 1: Complete the Community Asset Transfer, Essential Works and Operational Readiness (Focus of this Application)

- **Complete the Community Asset Transfer (CAT) of the Glenmore Visitor Centre:** This will bring the centre under community ownership, allowing AGCT to manage it for the benefit of the local community and visitors.
 - Legal support to complete the CAT process, ensuring smooth ownership transfer. This includes preparation and submission of formal offer, drafting the lease for rental of office space to FLS, conducting due diligence, and covering first registration fees etc
- **Prepare the cafe for essential operation by early December 2024:** This includes:
 - **Cafe Design Services:** Develop a conceptual design for an improved cafe layout and flow, enhancing functionality and visitor experience.
 - **Disabled Access Door System Installation:** Install automated swing door mechanisms to improve accessibility for people with disabilities. Currently no provision of automated door entry systems at Glenmore VC.
 - **Cafe Kitchen Equipment Upgrades:** The cafe will require the acquisition of essential equipment to ensure immediate operation upon transfer of ownership. This includes a new commercial coffee machine (as the current equipment belongs to the outgoing concession operator) and a new commercial dishwasher, as the existing unit is beyond its operational life and is no longer functional.
- **Energy Efficiency Improvements (with CNPA CAF Support):**
 - AGCT have secured funding from the CNPA Climate Adaptation Fund to improve the Visitor Centre's energy efficiency.
 - These Phase 1 works will include roof over-cladding and thermal drywall installation, reducing the visitor centre's carbon footprint and operational costs. These works are being scheduled for 1st November, date of transfer of ownership.

This CRF funding application focuses on Phase 1, laying the foundation for the visitor centre's regeneration. Future phases will build upon the success of securing the community asset transfer and focus on:-

Phase 2 and Beyond: Building on Success

- **Enhancing the Visitor Experience and Sustainability:**

- **Develop engaging exhibitions:** Showcase Glenmore's unique cultural heritage, including its significant historical connection to Kompani Linge. AGCT will seek creative design led services for exhibition and visitor information area which will include community engagement, story collection, and design plans to showcase Glenmore's heritage and significance of Glenmore's natural asset resources.
- **Promote sustainable tourism practices:** Establish a comprehensive visitor information centre within the Glenmore Visitor Centre, providing resources and guidance to encourage visitors to explore Glenmore responsibly and to explore the wider Badenoch and Strathspey area.
- **Expand the centre's sustainability features:** AGCT will explore solar panel installation with battery storage to reduce reliance on the grid and potentially provide some backup power during outages. With increasingly frequent winter storms causing power outages and road closures, the installation of solar panels will not only contribute to the visitor centre energy efficiencies but could also position the visitor centre as an emergency resilience centre for the Glenmore Community.
- **Develop Inter-generational connections and skills development**
 - Establish a comprehensive volunteer program, providing opportunities for members of the community to participate in visitor centres operations, such as, exhibition and visitor information hosts, community bakers etc which connect with others and contribute to the community and develop a sense of shared ownership in Glenmore Visitor Centre.
 - Explore partnerships with local high schools to offer certified barista training and customer service qualification to students. Supporting real world work experience.
- **Cycle-Friendly and Sustainable Travel Hub**
 - In alignment with the Highland Council's planned improvements to pedestrian access, AGCT will develop the Glenmore Visitor Centre as a cycle-friendly and sustainable travel hub. These enhancements will provide visitors with secure bicycle storage, e-bike charging points, and real time bus timetables and updates. *(AGCT currently has an active application with Cairngorms Trust to assist with delivery of this element of Glenmore Visitor Centre's regeneration).*
- **Brand Development**
 - AGCT will undertake brand development to establish a strong identity for the regenerated Glenmore Visitor Centre. This will enhance the visitor experience and position the centre as a focal point for the local community. *(AGCT currently has an active application with HIE Support for Communities Framework for assistance for brand and identity development).*

In conclusion, the Glenmore Visitor Centre regeneration represents a multi-phased approach to revitalising this key visitor hub. The initial phase, as detailed above, focuses on completing the community asset transfer process, essential building improvements and being operationally ready for the re-opening of cafe. Future phases will explore additional opportunities to enhance the visitor experience, strengthen community engagement, and further promote sustainable practices in Glenmore.


The Aviemore and Glenmore Community Trust (AGCT) is committed to securing long-term, phased support for this project, ensuring the Glenmore Visitor Centre thrives as a vibrant centre for the benefit of visitors and locals alike.

In addition to funding grant applications, AGCT is planning to launch a crowdfunding campaign to further engage the community in the regeneration efforts


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

The Glenmore Visitor Centre regeneration, as detailed in Q4.2, will significantly enhance the visitor experience, encouraging visitors to spend more time at the visitor centre and cafe. Job creation through cafe operation and future skills development programs will benefit the local workforce. A dedicated space for local groups and volunteer opportunities will develop a vibrant community hub, strengthening community ties. Recognising the building's current low EPC rating, AGCT will prioritise sustainability by installing energy-efficient measures, significantly improving the centre's carbon footprint and reducing operational costs.

4.4	What local need or opportunity will the project address and has this been recognised in a local plan?
<p>The regeneration of Glenmore Visitor Centre presents an opportunity to enhance the visitor experience and promote responsible tourism practices within the Glenmore corridor. This aligns with Highland Councils objectives for sustainable visitor management and the Cairngorms National Park Partnership Plan's objectives for sustainable visitor management and community development.</p>	
4.5	How do you know there is local support for the project? How can you evidence this?
<p>The project benefits from a positive decision notice from Forestry and Land Scotland regarding community asset transfer stating benefit to local community and visitors, extensive community consultation, letters of support from residents and businesses, and strong backing from key stakeholders and partners involved in Glenmore.</p>	
4.6	How will the project be supported/maintained/sustained after CRF funding?
<p>AGCT has a robust financial plan for the Glenmore Visitor Centre's operation and maintenance. This plan leverages income generation from the café, office lease agreement, grant applications, and partnerships to ensure the centre's sustainability</p>	
4.7	What will be the lasting benefits and legacy?
<p>The Glenmore Visitor Centre regeneration will create a legacy by developing an enhanced visitor experience, promoting a vibrant community hub, and fostering a commitment to responsible tourism practices that protect the area's cultural heritage and Glenmore's unique and special environment.</p>	
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.
<p>By encouraging sustainable travel options into Glenmore and exploration of the wider Badenoch and Strathspey area, we aim to encourage a more balanced visitor experience throughout the region. Close collaboration with FLS, HC and CNPA will ensure aligned efforts for the environmental protection of Glenmore.</p>	
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?
<p>The Glenmore Visitor Centre regeneration will prioritise inclusivity for all visitors. Improved disabled access ensures the centre welcomes everyone. Inclusive volunteering projects will offer opportunities for diverse abilities to contribute. To ensure the exhibition and interpretation caters to a wider audience, we will consider the needs of visitors with neurodiversities such as dyslexia, ADHD, and Autism. These initiatives, alongside sustainable practices (mentioned in Q4.7), demonstrate our commitment to a project that benefits everyone.</p>	
4.10	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>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>  <p>FWF statement and declaration template.c</p>	
<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 checked="" type="checkbox"/> No <input type="checkbox"/> Applied <input type="checkbox"/></p>
<p>Is the Fair Work First statement on your organisation website?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Do not have a website <input type="checkbox"/></p>
<p>How many people do you employ or how many volunteers do you have?</p>	<p>Currently employ 9 people and have approximately 25 volunteers involved in the trust and ice rink operations.</p>
<p>Do you currently pay the Real Living Wage hourly rate?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/></p>
<p>As part of your procurement assessment process, do you ensure that traders/suppliers pay the Real Living Wage hourly rate?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>How do you provide channels for Effective Voice in the workplace for staff and/or volunteers?</p>	<p><input checked="" type="checkbox"/> Line Management Relationship <input checked="" type="checkbox"/> Staff /Engagement Surveys <input 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</p>

SECTION 5: PROJECT BUDGET

<p>5.1</p>	<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 sun</p>		
Budget Heading	Detailed Costs	Revenue/Capital	Amount
	<p>Legal services for acquiring the visitor centre as per the terms of the community asset transfer decision notice, including drafting offer and lease documents,</p>	<p>Revenue</p>	<p>5,700.00</p>

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?	Date Confirmed or Decision Expected	Amount £
Social Investment Scotland	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	15/07/2024	265,000.00
Cairngorms National Park Authority	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	05/07/2024	46,720.00
Cairngorms Trust	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	26/08/204	19,588.00
Highlands Islands Enterprise through Support for Communities Framework *estimated	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	31/07/2024	*10,000.00
	Yes <input type="checkbox"/> No <input type="checkbox"/>		
	Yes <input type="checkbox"/> No <input type="checkbox"/>		
	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Total match funding			£341,308
CRF requested			£30,805
Total project cost			£372,113
6.2	Will the project involve “in kind” support?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
6.3	If yes, please detail.	The project will significantly benefit from in-kind support from local volunteers. Our volunteers will contribute their time and skills to assist with various tasks associated with the regeneration works, allowing qualified trades to focus on their areas of expertise. This valuable in-kind contribution will not only reduce project costs by minimizing additional labour fees but will also develop a sense of community ownership.	
6.4	Please explain why public funding is required to deliver the project.	Public funding is essential for the Glenmore Visitor Centre regeneration project. The project requires a substantial upfront investment for essential upgrades, climate adaptation improvements to the building, to ensure high-quality tourism facility. These investments, will positively boost the local economy and provide long-term community benefits	
6.5	Please explain what the remaining bank balances are for in your accounts.	The remaining funds in our account are designated for the operational	

		costs of the ice rink. These funds are essential for covering expenses such as ice maintenance, staffing, utilities, and equipment upkeep. Maintaining a functional ice rink is a vital part of our mission to provide recreational opportunities for the community.
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	It is critical to the trusts ongoing sustainability that we can operate with positive cashflow. The existing unrestricted funding in the trusts accounts is allocated to the Ice Rink both as a result of fundraising activities and to cover planned maintenance and unforeseen events such as a marquee or chiller failure, or further covid lockdowns or similar.

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.	Trust funds can never be distributed and can only ever benefit the communities of Aviemore and Glenmore. On this project we are taking a tired building and renewing some of the building fabric, implementing energy saving measures, upgrading the connectivity, resilience and transport infrastructure of the area, as well as enabling longer opening hours and access to facilities and improving the visitor experience and promoting other local businesses and organisations. Any excess funds will be invested in ensuring the trusts long term sustainability, and into other trust projects in the area.
7.3	How will you ensure that local organisations/businesses are not disadvantaged because of the project? Are they supportive of the project?	We are committed to ensuring local businesses are not disadvantaged. We have secured the support of a wide range of stakeholders, detailed in our community asset transfer application (available online for review). This includes Glenmore business owners, local area businesses, Aviemore Community Enterprise Company, Aviemore and Vicinity Community Council, CNPA, Voluntary Action Badenoch and Strathspey, and Community Connexions. We will continue to work closely with all partners to ensure the project benefits all local stakeholders and contributes positively to the Glenmore area.
7.4	Have you considered taking out a loan for the project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7.5	If not, please state why?	

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?
	Highland Council (PBI) (Dalfaber)	17/02/2022	£10,000.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Highland Council (PBI) (Ice)	03/03/2023	£4,968.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	CNPA (Ice)	03/03/2023	£15,000.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	CNPA (AGCT DO)	03/03/2023	£25,000.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	HIE (Ice)	03/03/2023	£24,749.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	HIE (Glenmore Campsite)	15/07/2022	£10,824.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	CNPA (Glenmore VC Climate Adaptation Fund)	05/07/2024	£46,720.00	Yes <input checked="" 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:		Date:
Print: Kirsty Bruce, on and behalf of the Board of AGCT		19/07/2024

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 checked="" type="checkbox"/> NA <input 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 checked="" type="checkbox"/> No <input 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 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: 13: Evidence of control/ownership, as AGCT is currently in the legal process of acquiring the visitor centre; we have included FLS Decision Notice as evidence of approval for community asset transfer.		

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: Aviemore and Glenmore Community Trust

Project Title: Glenmore Visitor Centre Regeneration - Phase 1

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

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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	1
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	1
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:		

