**Regeneration Capital Grant Fund (RCGF):**

**submitting your stage 1 application**

**The deadline for completed application forms is 5pm on 21 June 2023.**

Application forms must be submitted by eligible organisations.

A separate application form should be completed for each project proposal. However we do not require a separate application form per site that is part of a portfolio / place based programme of activity – one single form covering those will suffice.

Completed project proposal templates should be emailed electronically to: rcgf@gov.scot

Please ensure that the project proposal is submitted by an appropriate official from your organisation and that the individual is available to respond quickly to any requests for clarification that might follow. If possible, please include details of an alternative contact in the allotted space.

**Prioritising your project proposals**

Applicants submitting multiple project proposals are asked to number them in order of priority.

There are limited funds available and so that means we are asking applicants to be realistic about the number of project proposals they submit and the amount of grant that they are requesting.

At stage 1 and stage 2 of the application process, a key consideration will be whether the proposed project is ready to be delivered in financial year 2024-25, so please consider that when prioritising.

You are asked to provide project start and completion dates below. This is anticipated to be between 1 April 2024 and 31 December 2024. Applicants will be expected to demonstrate that the project will be on-site during 2024, and it is imperative to be realistic about start dates and potential spend. Projects starting after 31 December 2024, but prior to 31 March 2025 will be scrutinised carefully and a clear case must be provided in order to justify the project’s viability.

Project delivery may extend beyond the period of funding support from RCGF but applicants will be required to provide monitoring reports throughout the delivery phase, for a period up to 12 months after physical completion.

**Demonstrating eligible costs/expenditure**

Please provide clear information including an estimated breakdown of costs that the requested grant will be used for, i.e. eligible capital expenditure. A more detailed breakdown of costs will be required at stage 2.

Project proposals can request 100% of the cost of the project. However the Investment Panel will view project proposals containing evidence of other investment favourably as it indicates stronger support and collaboration.

Additional information on any other costs, e.g. wider programme activities, should only be included within the project description. This is to avoid confusion around what the grant on offer will be used to deliver.

Include details on expenditure beyond the funding period (including if multiyear) where possible – e.g. if onward development is planned, how it is expected to be financed.

Note that any grant offered will generally be paid in arrears and must relate to spend actually incurred or legally committed. Please ensure expenditure figures are consistent with start and end dates of the project. Grant cannot be claimed for costs incurred prior to 1 April 2024.

**Application form template**

Regeneration Capital Grant Fund

Round 11 – 2024 to 2025 funding

Stage 1 Application – email torcgf@gov.scot

**Project details**

Applicant organisation: Click or tap here to enter text.

Total number of submissions: Click or tap here to enter text.

Number of this submission in order of priority
 Click or tap here to enter text.

Project title: Click or tap here to enter text.

Project start date: Click or tap to enter a date.

Project completion date: Click or tap to enter a date.

Has this project been submitted to previous calls?
 Choose an item.

Previous refs/call e.g. RCGF-22-INSERT or N/A

**Funding**

|  | **2024/25** | **2025/26** | **Total** |
| --- | --- | --- | --- |
| RCGF grant requested (£) |  |  |  |

|  | **2024/25** | **2025/26** | **Total** |
| --- | --- | --- | --- |
| Eligible project costs to be funded by RCGF grant  |  |  |  |
| Costs funded by other sources (funding breakdown below) |  |  |  |
| Total project cost (£) |  |  |  |

Please detail any sources of funding other than RCGF:

|  | **2024/25** | **2025/26** | **Total** |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total (£) |  |  |  |

NOTE: RCGF grant requested plus other funding equals the total project cost.

**Contact details**

Lead contact name Click or tap here to enter text.

 Position in organisation Click or tap here to enter text.

 Lead contact email Click or tap here to enter text.

 Lead contact phone number Click or tap here to enter text.

Additional contact name Click or tap here to enter text.

 Position in organisation Click or tap here to enter text.

 Additional contact email Click or tap here to enter text.

 Additional contact phone number Click or tap here to enter text.

**Project proposal summary**

Maximum 3 Pages – minimum font size 12.

See the separate stage 1 guidance for applicants for this section.

You may delete the prompts from each text box.

**Full project proposal summary**

**Please keep your summary short and concise – use bullet points. Be clear on what the project will actually deliver using grant from the RCGF. The Investment Panel will not consider information that is provided beyond the 3 page limit.**

**Please try to capture how the project proposal meets the aims and objectives of the RCGF, and wider strategic fit, using the following major headings as a guide (the text below provides a basic prompt).**

What this project will deliver and how it has evolved

Timescales for delivery

Project Objectives

Target groups, geographical coverage, partnership and community involvement

Project cost categories, financial contributions, the potential for wider regional impact. Timeframes for securing funding

Demonstration of how this project will benefit disadvantaged communities

How the project is part of wider regeneration ambitions, and how it supports the Place Principle

Demonstrate consideration and contribution towards achieving the target of net-zero carbon emissions by 2045

If you wish to include a map to illustrate the area to be developed, you can do so. This should be submitted as a separate document. Please do not embed files within this document. Please be succinct – information provided beyond 3 sides will not be considered by the Investment Panel.