

Agenda Item	8
Report No	SCC/06/26

The Highland Council

Committee: Sutherland County

Date: 16 February 2026

Report Title: Community Regeneration Fund Application

Report By: Assistant Chief Executive - Place

1 Purpose/Executive Summary

1.1 To present current funding requests from the Community Regeneration Fund (CRF) allocation for discussion and decision by Sutherland Members.

2 Recommendations

2.1 Members are asked to:-

- i. **Consider** the CRF application presented and agree whether to approve, defer or reject each 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 or application; and
- ii. **Agree** the approved CRF grant award for the application up to the value of the available area allocation.

3 Implications

3.1 **Resource** – Sutherland area has available funding of £290,000 from the current CRF allocation. Grant requests under consideration total £47,044 therefore there are no resource implications in approving the CRF 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 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 advance 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 organisation.

3.5 **Gaelic** - No risks arising directly from this report. Risks within projects are identified and managed on a project-by-project basis by the applicant organisation.

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.

5 Background

5.1 Community Regeneration Funding is an umbrella term for a number of funds that are available for communities/organisations to access in Highland. It currently comprises elements of the Highland Coastal Communities Fund (HCCF) and the Place Based Investment Programme (PBIP), 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.

5.2 Broad eligibility criteria for the fund are as follows:-
All projects are expected to be able to meet at least one of the following priorities:

- Increasing community resilience.
- Tackling poverty & inequality.
- Addressing the causes of rural depopulation.
- Helping economic recovery & sustaining growth.
- Tackling the climate emergency and working towards net zero.

Projects should be able to demonstrate that they are:

- Sustainable/viable.
- Providing value for money.
- Providing additionality.
- Able to evidence positive impacts and wide community benefit.

6.0 Assessment of Applications

6.1 Applications brought to this committee meeting were either previously submitted to the Highland Strategic LAG for consideration for CLLD (Community Led Local Development) funding or invited to apply to area funds following submission of an Expression of Interest (EOI) to the same CLLD funding round or to the CRF Project Officer.

Within Sutherland, the following funding for 2025/26 is shown in the table below.

HCCF - tranche 5	Revenue or Capital	£491,399.77
HCCF - tranche 6	Revenue or Capital	£550,865.25
PBIP (confirmed to date) 2025/26	Capital Only	£50,653.44

Previously, Members approved £872,658.11 for projects at the Sutherland County Committee on 1 September and 1 December 2025. A total of £69,739.73 has been returned to the allocation, which leaves a total of £290,000.08 available at present.

6.2 Three projects are under consideration by Members today with a total grant request value of £47,043.65. To aid Members in their decision making, the following appendices are provided to this report:

- **Appendix 1** – Project Application Form; 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.

Designation: Assistant Chief Executive - Place

Date: 27 January 2026

Author: Fiona Cameron, CRF Programme Manager
Chloe Murray, Project Officer

Background Papers: None

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

Community Regeneration Funding (CRF) Application Form

(May 2025 – CRF Area Funds)

Key considerations

Please refer to the [Application Guidance](#) (link below) and [Fair Work First Summary Guidance](#) when completing the application form as there is 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. Please do not exceed the word limit given.

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.

In this current round of CRF, we are seeking well-developed and robust projects that are ready to commence, and can complete within 12 months of funding being awarded.

The deadline for application submission is 12 noon on Friday 5th December 2025.

If you have any issues in completing the application form, please contact us at communityregenerationfund@highland.gov.uk

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF4198
1.2	Organisation	Create Inspire Projects CIC (CIP)
1.3	Project title	Travelling Imaginarium
1.4	Summary of project you wish to be funded (max 250 words)	<p>The Travelling Imaginarium is a nine-month (Mar. to Dec. 2026) creative and cultural outreach programme. It will run across five remote and rural communities in the Northwest Highlands: Achiltibuie, Kinlochbervie, Coigach, Ullapool and Garve.</p> <p><u>In each location</u>, the programme will deliver four workshops: initial development workshop; 2 delivery workshops (typically two days each); before concluding with a final showcase. All activity will be informed by local people and delivered in a hyper local way.</p> <p>At the heart of the project is a small team of musicians and artists who will establish the Travelling Imaginarium as an inclusive, immersive blend of high-quality creative experiences in each community. It will focus on the whole community, but with a particular emphasis on the needs of older and younger people.</p>

		<p>Through the project, local people will have the opportunity to step into an exciting, supportive space where they can create, perform and explore their own cultural and artistic voice alongside their neighbours; using music, song, spoken-word poetry and theatre to reconnect with each other and build community. The closing events will not only showcase the shared work created but also celebrate these reconnections with a renewed sense of belonging.</p> <p>At an individual level, the programme will strengthen participant health and wellbeing – especially mental health - and help them to build new relationships as well as develop new skills and knowledge. Collectively, this will leave a legacy of increased social cohesion, wider and deeper networks of support, and strengthened community resilience.</p>	
1.5	Project costs	Total project cost	£27,587
		Match funding	£4,050 (in-kind)
		CRF grant requested	£23,537.00
1.6	Start date	01/03/2026	
1.7	End date (<i>max 12 months from start date</i>)	01/02/2027	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9	Artificial Intelligence Assistance Declaration	Have you used any form of AI assistance in the preparation of this application? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance .			

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	Create Inspire Projects CIC
2.2	Address and postcode	
2.3	Main contact name	
2.4	Position in the organisation	
2.5	Contact number	
2.6	Email address	

2.7	Website address	https://inspiringscotland.org.uk/charities/create-inspire-projects-cic/	
2.8	Organisation type	<input 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 checked="" type="checkbox"/>	Other (please specify): Community Interest Company
2.9	Organisation registered number	SC662258	
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.	Organisation based at IV23 2RH; however, project will be delivered in 5 communities: Achiltibuie IV26 2YG Kinlochbervie IV27 4RG Coigach IV26 2YG Ullapool IV26 2XE Garve IV23 2RR	
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? If so, what is the term left on your current lease agreement	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <div style="display: flex; justify-content: space-around;"> Years Months </div>	
3.7	If ownership or lease agreements are not in place, please provide details if applied for 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.	
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SECTION 4: THE PROJECT PROPOSAL
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4.1	List the main activities required to deliver the project including timescales.
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Activity name	Achieve by (date)
Develop approach to evaluation and learning with support from Inspiring Scotland.	31/03/2026
Set up steering group with community members from various organisations connected with social activity, wellbeing and community development.	01/05/2026
Project planning, buying in equipment, upcycling props, gathering donated materials, booking venues.	30/06/2026
Engage communities, community groups and other key stakeholders to promote the Travelling Imaginarium and sign-up participants.	31/07/2026
Workshop 1: run initial workshop session with project team to understand needs, wants and wishes for the Imaginarium in each of the 5 locations.	31/08/2026
Workshops 2 & 3: run the second and third sessions with project team and creative professionals to support the development of the creative output of the travelling Imaginarium in each of the 5 locations.	31/10/2026
Workshop 4: run the fourth and final performance session in each of the 5 locations.	13/12/2026
Collect feedback, meet with the steering group, finalise evaluation and reporting for the project.	31/01/2027

4.2	(a) What local need or opportunity will the project address?
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(500 words max limit)

Barriers such as cost, transport, poverty, confidence, disability, and isolation prevent people from engaging in creative and cultural activities. In the North-West Highlands, these factors are more pronounced and intersect, particularly for older and young people (YP). For example, the 2023 Planet Youth report found 60% of YP cited transport as a barrier to attending organised activities, 80% could not afford to take part, and almost 80% rarely engaged with arts or culture. Additionally, the 2023 YP Survey by DYW North Highland revealed confidence as a major barrier to achieving goals.

A further consequence of the above challenges and living in a remote rural location is poor mental health e.g. NHS Scotland 2020 report identified the Highland Council age-standardised rate for mental illness and suicide (men and women) is significantly higher than Scotland as a whole. This is reflective of a growing need for localised services and community models of support to build good mental health (prevention) and support recovery from poor mental health.

The opportunity afforded by the Travelling Imaginarium is to increase cultural participation by specifically addressing the barriers above, making local workshops as accessible as possible. This is expanded on in 4.7.

The wider benefits (including health and wellbeing) which can accrue to individuals and communities by increasing cultural and/or creative participation have been summarised in section 1.4 above and are expanded upon in section 4.2 (b) and 4.4 below. These are the opportunities

presented by our proposal and can have a material bearing on some of the ‘challenges’ outlined in the local Wester-Ross, Strathpeffer and Lochalsh Place Plan – see next section.

Inspiring Scotland’s Creative Communities Scotland Programme

There is also a materially important opportunity for CIP – if funded – to join Inspiring Scotland’s Creative Communities Scotland programme. This means joining a network of organisations committed to using participatory arts to improve wellbeing and strengthen communities. As part of the portfolio, Inspiring Scotland will support us to share learning with peers, build our capacity, and provide access to tailored guidance and resources:

- **Dedicated Fund Manager:** named contact who will support CIP throughout the duration of our project, offering guidance and helping us navigate challenges and opportunities.
- **Portfolio meetings and events:** regular opportunities to connect with other portfolio charities, share experiences, and explore collaborative approaches to participatory arts.
- **Knowledge sharing:** Newsletters and updates featuring research, policy developments, and inspiring examples from across the sector.
- **Specialist Volunteer Network:** Access to over 500 professionals offering free/low-cost support in marketing, HR, property law, governance, IT, communications, and strategic planning.
- **Impact and evaluation support:** Access to templates, guidance, and personalised feedback to help us plan, measure, and communicate the outcomes of, and learning from our project.

Being part of Inspiring Scotland’s programme will not only enhance the impact of our work, it will help CIP to become more sustainable and an embedded part of the creative and cultural infrastructure in the North-West Highlands. N.B. - no funds will be allocated to Inspiring Scotland.

(b) Has this need been recognised in a local place plan?

(500 words max limit)

Our project’s strong prevention and early intervention focus on health and wellbeing (including social isolation and loneliness) coupled with the development and sharing of creative/cultural activities and skills, ensure it will make a direct contribution towards meeting the following priorities in the Wester Ross and Sutherland Place Plans aligned with NPF4:

People, social equity and rural inclusion

- health and wellbeing, including social isolation and loneliness
- community capacity and resilience
- young people’s priorities such as spaces and opportunities to socialise, engage in cultural activity, skills development (life and work), improved mental health support
- Intergenerational activity

Place

- Cultural heritage

- Access to youth activities in limited, particularly in Sutherland and this project will make links with existing contacts for young people aged 16 – 25 to join as participants (from performance, to organisation, to prop making)

Prosperity

- Support for local artists and for young people to develop these interests in their locality
- Creative skills development for community and building capacity for freelance creatives who work with Create Inspire Projects

More specifically, our programme will support approaches to address the following key challenges reflected in the place plan:

Ageing Population – limited employment opportunities, affordable housing shortages and access to higher education are cited as being the primary causes of young people leaving the Highland region. However, it is recognised that the provision of opportunities for young people to remain connected to their community are also vital. The Travelling Imaginarium provides such opportunities through its cultural focus and intergenerational activities. Our own evidence also indicates participation, increasing self-confidence and self-esteem can be a catalyst for young people to get more involved in local decision-making, further heightening their sense of connection and belonging to their place

Retaining Culture and Identity – our programme directly addresses the need to safeguard cultural heritage (including gaelic language) and strengthen community identity; this is woven through our approach and way of working. And in design, we will be proactively supporting intergenerational knowledge sharing, storytelling (perhaps digitally) and fostering the ‘pop-up culture hubs’ the place plan talks about.

Transport - Transport is recognised as a distinct challenge for Wester-Ross and Sutherland and as such both areas have lower SIMD ratings for lack of access to services. By running these events the need to travel is reduced, and accessibility is increased. See more in section 4.

4.3	How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents as requested at 8.2
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(500 words max limit)

Through our research and practice, we found many people currently feel joyless, and aimless, with a sense of emptiness. And as a result of the continuing challenging political environment, the cost-of-living crisis, social isolation is becoming more apparent and there is a need to support rural-proofing for community wellbeing.

Previous projects in Ullapool have succeeded in bringing people from all walks of village life together, “Spreading the joy of creativity throughout the community” including musical ‘Speakeasy’ community concerts and a “Celebration of Special Songs’ event, supporting The Dolphin Arts Project, a creative programme working with those living in Ullapool with dementia.

Music therapy, whether it be group music-making, singing together or shared poetry/theatre workshops, has many proven benefits for people dealing with depression, anxiety and trauma. Participants’ feedback shows they feel reassured they are not alone. We seek to replicate this through the Travelling Imaginarium with sessions that connect people together in a unique way, building confidence, bringing collective joy and a new sense of community. We are literally more resilient when we are together. That is the power of Community.

Research for previous projects also identified a strong need within the community for more arts-engaged projects, particularly by those most vulnerable groups: the elderly, those isolated through rurality, young people and those suffering from anxiety and depression. For example, over 1,000 people actively engaged with our 'Isolated Choir Project' online and over 200 at an in-person event, connecting the community with friends and family far and near. Furthermore, the depth and reach of our engagement means we will be able to promote this project to up to 4,000 people via mailing lists, social media accounts and community contacts. This is a very strong basis for securing strong engagement with the project itself. Our aim is to engage approximately 100 local people as participants in the workshops plus another 400 via the showcase events.

4.4 Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”.

(a) Please select below ONE of the CRF main strategic objectives that you believe your project’s outputs and outcomes will best align with.

<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

(b) What are the immediate and short-term outputs that your project will achieve? How will you measure them?

(500 words max limit)

- 25 volunteers upskilled in creative arts, performance and event management.
- 1 steering group set up with 3 members in each of the five locations.
- 5 creative professionals based in these locations upskilled to deliver community arts and creative projects.
- Aim to engage up to 4000 people across these areas through mailing list, advertising and word of mouth.
- Aim to have 20 performers (local participants) in each of the 5 locations, a total of 100 people.
- Aim to have up to 400 audience members overall for the final performances.

Registers will be taken at each event, and these will be used to support regular reporting to Inspiring Scotland as part of the national Creative Communities Scotland Programme, and in turn, to meet the reporting requirements of the CRF.

(c) What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?

(500 words max limit)

By design and approach, our project aims to support and empower the five communities to develop cultural activities that benefit individual and collective wellbeing. It is premised on the understanding that cultural activity has broad, interlinked benefits for people and communities, and that a participatory approach can lead to greater impact and drive unexpected outcomes.

As stated in 4.2, the five localities face a range of barriers to engaging with cultural/creative activities. Therefore, a second priority is to widen access and ensure culture/creativity is valued and made accessible to everyone.

Based on the above, we will deliver three key outcomes:

1. Provide the opportunity for people to engage in creative arts that they would not have otherwise, have fun and feel joy and pride.
2. Bring people together, building connections and reducing loneliness.
3. Help participants develop a wide range of improved skills for life, learning and work.

With support from Inspiring Scotland and our Steering Group, our evaluation and learning approach will inform the indicators we will use to measure the impact of our work across these three outcomes, including for example:

- I have made new friends
- I have new people I can ask for help
- I am helping others, and they are helping me
- I have regular contact outside of the project with people I met in it
- I feel less isolated
- I feel less anxious and/or depressed
- I feel able to be involved and contribute my opinion
- I am coping better with life
- I am able to ask for support and help from public bodies/charities
- I am taking positive steps to improve my life
- I have learned new technical and/or personal and life skills
- I feel I belong here
- I feel I can influence decisions that affect the area.
- I care more about my community
- I am working with others to make community activity happen

Realisation of these outcomes and indicators will make a direct contribution towards meeting the priorities outlined above in the Wester Ross and Sutherland Place Plans. And collectively, they will support a sustained longer-term impact through the creation of a better connected and more resilient community, the strategic objective selected in 4.4(a). We will also focus on learning how impact has been created, using this to improve our approach and practice during and beyond the funding period.

Our Steering group - invited community partners (Assynt, Ullapool, Coigach and Garve Community Trust), mental health organisations and others - will play a pivotal role in the development and delivery of our evaluation and learning approach. It will meet 3 times (outset, middle, end of project) to evaluate and reflect on the outcomes. Alongside this, facilitators will note levels of engagement, collaboration and measure outcomes for participants at the end of each session and final performances. This will be complemented by participants anonymously sharing the impact of the

programme for them via a Google Forms questionnaire. We will also invite audience members to share their impressions post-showcase events, ensuring we capture the wider community impact.

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

(500 words max limit)

If we are successful with this application, we will join Inspiring Scotland's national Creative Communities Scotland Programme. As part of a portfolio of 22 charities from across the country, this will provide us with access to a wealth of support, resources and experience as outlined in section 4.2(a).

This is materially important for us as an organisation seeking to embed ourselves as a key driver of creative and cultural activity in the North-West Highlands. It will not only assist us to strengthen our organisational capacity but help us to become financially more sustainable (e.g. drawing on Inspiring Scotland's prominent role as a key funder in Scotland and with deep relationships with other funders including Scottish Government) and develop in ways that ensure we are better able to address key areas of need in the communities we work in. Taken together, our involvement will ultimately help us to have greater impact, including support to address key challenges and opportunities in current and future place plans.

The delivery of the Travelling Imaginarium will be a critical first step in achieving these aspirations. In many ways it will be a real-world test of the 'Pop-up Culture Hub' model. However, if it proves to be a success and the existing communities want it, we will work with them to develop weekly or monthly workshops for their community. We will also seek to expand the model into other communities across the north-west. Critically, our aspiration is to proactively adapt our approach - drawing on learning from the current project and with input from NHS Highland - to further strengthen local preventative approaches to tackling poor mental health and loneliness/social isolation.

Whilst we anticipate that Inspiring Scotland's support will help us identify opportunities to secure new grant income from discretionary trusts and foundations, and potentially Scottish Government, we understand we will need to generate new income streams. Therefore, early in the development phase of the Travelling Imaginarium, we will establish a funding plan to ensure our financial stability beyond the CRF period of funding. This will include consideration of grant income generation; revenue generation through paid for creative and cultural performance events and workshops; and given our strong health and wellbeing focus, NHS funding for community-based preventative initiatives. The support and guidance of Highland Council in this respect would be most welcomed.

4.6 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.

(500 words max limit)

We embed sustainability into every stage of our creative process from reusing materials in set design to promoting low-carbon travel options and minimising waste at events. Our performances and workshops encourage audiences to reflect on local issues and collective responsibility. By fostering dialogue, imagination, and shared experience, we help strengthen the community to nurture the cultural confidence needed to act. One recent example was a performance by the community choir, led by musical director Sot Otter, of Never Seen a Bee, an original song created

in collaboration with a travelling musician from Alaska. The piece explored climate change through contrasting perspectives: the voice of a young adult living in the Highlands in 2050 alongside that of a counterpart in Alaska. This collaboration not only produced a shared artistic work but also connected local participants (and their audience) with shared global themes.

This project also aligns with the Highland Council Community Regeneration Fund aims, which supports initiatives that enhance local resilience, social wellbeing, and environmental sustainability. Our activities contribute to community capacity-building, create opportunities for participation in the arts, and connect environmental awareness with local identity. By working collaboratively with residents, and local partners on our steering group, we aim to deliver creative programmes that support regeneration, celebrate culture, and advance the region's contribution to Scotland's net-zero ambitions.

4.7 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?

(500 words max limit)

The Travelling Imaginarium Project is designed so that everyone can take part — no matter their age, background, income, or experience. We know that rural and remote communities face barriers such as transport, cost, accessibility, and sometimes a sense that “arts events aren't for me.”

All workshops and performances will be free to attend, with no hidden costs for materials or participation. Venues will be chosen for physical accessibility, and we will work with local venues to ensure spaces are welcoming for people with additional needs and their carers. This includes ensuring our workshops will be dementia-friendly and developed in line with previous creative arts projects we were commissioned to run for the Dolphin Dementia Arts group in Ullapool.

In areas where public transport is limited, we hope to coordinate with community transport schemes, volunteer drivers, and local groups to help people get to and from sessions. Furthermore, we understand flexible participation is necessary in rural communities where support for those caring for children or family members is limited.

Participants will be encouraged to join in at any level: as performers, makers, helpers, or audience members. Sessions will be designed so participants can drop in and out without pressure, making it easier for those with caring responsibilities or fluctuating health.

Workshops will be shaped by the community's own stories, passions and traditions, ensuring cultural relevance and representation. We will actively reach out to underrepresented groups through trusted local networks.

4.8 All applicants are required to provide a statement on 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.

PLEASE NOTE- 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.

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 or are 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's website?	Yes <input type="checkbox"/> No <input type="checkbox"/> Do not have a website <input checked="" type="checkbox"/>
How many people do you employ or how many volunteers do you have?	One volunteer who is a director of the CIC, none employed.
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 also 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 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.</p> <p>Please refer to the guidance note on eligible expenditure. Only download and complete the overheads and management fees summary spreadsheet below, if you would like to claim more than 10% of total project costs as overheads.</p> <p> CRF overheads and management fees sum</p>
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Budget Heading	Detailed Costs	Revenue/Capital	Amount
Project Coordinator	<i>0.25FTE over 9 months with on-costs for PAYE NI etc.</i>	Revenue	£5,438
Workshop team	<i>2 facilitators x 1 session, 3 workshop leaders x 2 sessions. 5 creative professionals final event. 5 locations (Kinlochbervie, Assynt, Coigach, Ullapool, Garve) at £200 per person/session.</i>	Revenue	£13,000
Travel and subsistence	<i>1000 miles at 45p per mile assuming 5 locations with the start point of IV23 2RH. Final sessions will require two cars to venue to carry 5 persons plus materials.</i>	Revenue	£450
Tech and hardware	<i>Laptop to set up visuals, projection and sound at each venue.</i>	Revenue	£2,399
Workshop materials	<i>Materials, costumes and purchase of recycled fabrics.</i>	Revenue	£1,000
Venue hire	<i>5 locations. Assume £50 per half day hire. Assume 3 half day hires and one full day for the final show.</i>	Revenue	£1,250

Total revenue expenditure		£23,537.00		
Total capital expenditure		£0		
TOTAL PROJECT COSTS		£23,537.00		
Is VAT included in these costs?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Can you confirm that the costs above have not already been incurred or committed to?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
5.2	Reasonableness of cost – Are the project costs listed in 5.1 based on valid quotes as per the procurement guidance provided? Please provide any quotes as supporting documents to this application .	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
5.3	Please explain how your project will achieve value for money.	<p>The project will work with existing networks and contacts to amplify pilot work that was conducted as part of the Inspiring Scotland's initial Creative Communities project. They recommended our application for this fund. Using existing networks will lower overhead costs and amplify the foundational work that has acted as a pre-pilot to this project.</p> <p>For venue quotes village halls have been selected as offering the best value price per hour for room hire and also using a public building at each location. Professional fees are based on standard musician's union (MU) rates and all who are engaged on the project will be contracted on a self-employed basis at standard MU rates.</p> <p>The project will be reviewed at start, during, and the end of the project by the project manager and steering groups to ensure costs are within budget, reasonable and ensure a suitable return on social investment. This return on social investment will form a key part of our evaluation and learning approach, especially via participant outcome reporting questionnaires.</p>		
SECTION 6 – MATCH FUNDING (if applicable)				
Please note match funding for this round is not essential, however efforts to secure match funding for the project is reflected within the assessment criteria.				
6.1	Please provide details of any match funding applied for and whether it is awaiting a decision or confirmed.			
Name of funder		Confirmed?	Date Confirmed or Decision Expected	Amount £
		Yes <input type="checkbox"/> No <input type="checkbox"/>		
		Yes <input type="checkbox"/> No <input type="checkbox"/>		
		Yes <input type="checkbox"/> No <input type="checkbox"/>		

	Yes <input type="checkbox"/> No <input type="checkbox"/>		
	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			£0
CRF requested			£23,537
Total funding			£23,537
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>Steering group £660, assume 2 meetings, 3 community members over 5 locations.</p> <p>Social scientist (Create CIC director) 4 days in-kind consultancy and workshop £450.</p> <p>Volunteer hours 5 people x 5 venues £1,000.00.</p> <p>Prop storage shed and donations of materials £1,500.</p> <p>Posters and social media advertising via Create CIC £300.</p> <p>Proportion of annual insurance fee £140.</p> <p>TOTAL in-kind £4,050.00</p>	
6.4	Please explain why public funding is required to deliver the project.	<p>The project provides additionality to areas that have a low SIMD rating for access to services and are classed as remote and rural. Therefore, any similar service could not provide this type of event as a commercial proposition.</p> <p>The Social Value of similar community theatre projects has shown a 100% return on investment in terms of social return on investment (Curious Minds, 2025).</p> <p>https://curiousminds.org.uk/demonstrating-social-value-with-theatre-porto-4kk3</p>	
6.5	Please explain what the remaining bank balances are for in your accounts.	These funds will be ring-fenced for the delivery of the project only.	
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	Any unrestricted funds (which are minimal) will be used to pay for costs such as insurance and advertising which are noted as in-kind costs from Create Inspire Projects CIC.	
6.7	If you are applying for 100% funding for your project, please explain why no match funding is available.	We had applied to the Inspiring Scotland’s Creative Communities Scotland Fund for 100% funding. Although we were short listed, we	

	were not selected and were recommended to apply to this fund. We submitted an EOI with their support to the CRF fund.
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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?	Currently there are no local organisations that offer this type of service. To ensure that the project is cohesive with event times and dates we will set up local steering groups in each area so there are no diary clashes with other important community events. All events will be run in established community venues.
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 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?
Kinlochbervie School Theatre Workshops	03/03/2023	£2,500	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Highland Third Sector	21/03/2023	£8,998	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Feisean nan Gaidheal	06/07/2023	£5,977	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Ullapool Harbour Trust	01/09/2023	£500	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Groundwork UK	25/11/2024	£1,000	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Feisean nan Gaidheal	24/04/2024	£664	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.
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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:	Date: 29/11/2025
Print:	

Please Ensure You Also Complete the Attachments Checklist Below

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	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"/>
2	Annual financial accounts – latest available.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3	Constitution or articles and memorandum.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4	Committee Members or Directors List.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5	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"/>
6	Valid organisation insurance policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7	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"/>
8	Confirmation of match funding letters	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
9	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
10	Business plan (income generation projects only)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
11	Job descriptions (for CRF funded posts)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
13	Valid quotations or estimates	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:

(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

Community Regeneration Funding (CRF) Application Form

(May 2025 – CRF Area Funds)

Key considerations

Please refer to the [Application Guidance](#) (link below) and [Fair Work First Summary Guidance](#) when completing the application form as there is 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. Please do not exceed the word limit given.

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.

In this current round of CRF, we are seeking well-developed and robust projects that are ready to commence, and can complete within 12 months of funding being awarded.

The deadline for application submission is 9am on Monday 5th January.

Double click the icons below to download the documents. If you have any issues with downloading the documents, please contact us at communityregenerationfund@highland.gov.uk

Application Guidance	Assessment Criteria Matrix
 CRF_Application_Guid ance (v1 MC 2025 CRI	 CRF Assessment Criteria (v1 MC May 2

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF4208
1.2	Organisation	Lochview Rural Training
1.3	Project title	Multi-use teaching / support building
1.4	Summary of project you wish to be funded (max 250 words)	<p>To construct a new multi-use teaching / support building.</p> <p>Lochview Rural Training (LVRT) is a charity and social enterprise based on a working croft in central Sutherland. The training centre was established in 2021, initially with the aim of upskilling young people to gain employment with local land-based employers. This remains a key priority, however the training centre has expanded to meet the needs of local people, communities and employers and now provides</p>

		<p>training, activities and support to children, young people and adults of all ages and abilities.</p> <p>Initially Cara Cameron (CEO / Founder / Manager) was the only member of staff, now the training centre employs 6 members of staff plus specialist tutors. The training centre is currently working at capacity and requires additional teaching space / one-to-one support area / office.</p> <p>This application is to fund the construction of an additional multi-purpose building (4.8m x 3m) to be constructed on site by a local builder / joiner. The construction work will begin as soon as funding is secured.</p> <p>This additional space will provide:</p> <ul style="list-style-type: none"> • Additional small group teaching area • 1-1 support area (including for young people and adults with additional support needs) • research area for students • office space for staff • The new building will free up space for additional teaching / projects in the existing (larger) learning area <p>The new building will allow LVRT to expand its current provision and to develop new projects.</p> <p>Additional £2000 included for planning application and associated drawings if required</p>	
1.5	Project costs	Total project cost	£29378.65
		Match funding	£0
		CRF grant requested	£29378.65

1.6	Start date	02/03/2026
1.7	End date (<i>max 12 months from start date</i>)	31/07/2026
1.8	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
1.9	Artificial Intelligence Assistance Declaration	Have you used any form of AI assistance in the preparation of this application? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance .		

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	Lochview Rural Training	
2.2	Address and postcode		
2.3	Main contact name		
2.4	Position in the organisation		
2.5	Contact number		
2.6	Email address		
2.7	Website address	https://lochviewruraltraining.co.uk	
2.8	Organisation type	<input type="checkbox"/>	Company limited by guarantee
		<input type="checkbox"/>	Constituted group
		<input type="checkbox"/>	Public body
		<input type="checkbox"/>	Charity
		<input checked="" type="checkbox"/>	SCIO
		<input type="checkbox"/>	Other (please specify):
2.9	Organisation registered number	Charity no: SC050948 Company / CIC: CS005160	
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 type="checkbox"/> No <input checked="" type="checkbox"/>	
2.11	If the organisation is VAT registered, please provide the number.	N/A	
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.	Building to be constructed at: Lochview Rural Training 19 Achfrish, Shinness, Lairg, Highland IV27 4DN
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 type="checkbox"/> No <input type="checkbox"/> N/A
3.5	Do you own the land or asset?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.6	Are you leasing the land or asset? If so, what is the term left on your current lease agreement	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Years Months
3.7	If ownership or lease agreements are not in place, please provide details if applied for and/or the arrangements to obtain these and by when.	N/A
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 required to deliver the project including timescales.
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Activity name	Achieve by (date)
Construct multi-use teaching / support building	31/07/2026
Furnish the building	31/07/2026
Use of building to begin as soon as work completed	31/07/2026
	Click or tap to enter a date.
	Click or tap to enter a date.
	Click or tap to enter a date.

4.2	(a) What local need or opportunity will the project address? (500 words max limit) Consultation with local crofters, farmers, landowners and employers has identified a clear skills / employability gap in the land-based sector, and this can only be addressed through specialist training and experience. Lochview Rural Training (LVRT) is unique in the northern Highlands, no other organisation offers hands-on land-based, heritage and rural skills courses / activities / workshops - many courses / projects are oversubscribed with waiting lists.
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All our courses / activities are needs led and respond to requests from local people.

LVRT carries out regular consultation in the community and responds to the needs of local people, communities, schools and employers. 1-1 and group consultation is carried out with course participants about the type of courses they would like to see developed, and requests are regularly received for courses by phone or email. LVRT responds to the needs identified through community consultation, and to requests from participants.

Online and in person consultation carried out in 2025 indicated a high level of interest in specialist land-based skills and heritage programmes. In addition, demand for places on our Acre of Knowledge project, supporting adults with mental health conditions, and our support programmes for young people with additional support needs is high, with a waiting list of people requiring support.

4.2 (b) below identifies links to the Sutherland Place Plan, the following also indicates a need for increased capacity at LVRT.

Caithness and Sutherland Development Plan (CASPlan)

By upskilling young people/adults through courses at Lochview Rural Training we aim to retain more young people, particularly to take up crofting / develop land based careers.

CASPlan 58 – ‘Sutherland is centred on land and marine management, including agriculture, estate management, forestry, aquaculture and fishing. CASPlan supports the growth of skills and employment within these industries.’

Highland Nature Biodiversity Action Plan 2021-26

7.1 Embed nature and environment learning at all levels of education provision - work with public and private training providers and instructors to help improve environmental conservation and management

7.3 Practical skills training, including rural apprenticeship

‘Underlying all the priorities and commitments made in this document is an awareness that the widespread sharing of information, skills and training are essential to make the plan a success....’

NHS Highland say that our work with adults with mental health conditions has saved lives, and participants within our mental health programmes say that ‘they leave their troubles behind on the journey to the croft’, that they feel ‘supported’ and less ‘different’.

(b) Has this need been recognised in a local place plan?

(500 words max limit)

Sutherland has an aging and declining population (figures suggest that by 2041 Sutherland will have a further 15% drop in population). This is exacerbated by young people moving out of the area for employment and training.

LVRT works with local employers to identify skills gaps and to upskill local people to be employment ready for local jobs.

LVRT works in partnership with local employers and estates to deliver an 8 week 'Introduction to the Land-based Sector' for young people. Working in partnership with organisations such as Forestry and Land Scotland/ Nature Scot / large estates providing opportunities for visits, training and information about employment opportunities. One young person who attended the course last year had 4 job offers within a week of completing the course.

LVRT provides specialist courses to support young people / adults into employment or to develop their own rural enterprises. Courses reflect the needs of communities and are delivered by experienced tutors.

LVRT work one-to-one with young people on pre-employability and employability skills, providing them with the confidence to join group sessions, go on to further learning or to find employment.

Support for crofting is key to maintaining the areas heritage and low impact land use methods (which in turn also addresses climate change).

There are now more crofters over 65 than under 65. LVRT is developing an intergenerational project matching tech savvy young people with experienced older crofters for an exchange of skills and knowledge.

LVRT is based on a working croft - children, young people and adults gain hands on skills (dry stone walling, peatland management, animal husbandry, heritage crafts and much more) to support crofting / Sutherland's heritage and culture.

LVRT's Junior Crofters / Young Crofters / Roots and Rangers introduces young people to crofting, animals, growing projects and promotes outdoor activities.

LVRT works closely with the Crofting Commission, LANTRA, RSABI and UHI to support existing and new crofters.

Promoting positive mental wellbeing

LVRT provides training, support and activities for people of all ages and abilities

LVRT currently runs weekly programmes for adults with mental health conditions. The projects were devised in partnership with NHS Highland. Sessions build confidence, promote self-care, nutrition and friendships, reducing isolation and feelings of 'difference' for participants.

LVRT supports young people with additional support needs / disabilities. Many of the young people attend sessions with support workers. Activities promote speech and language, mobility, fine and gross motor skills, understanding and provide meaningful interactions with animals, plants and people.

LVRT works with support organisations such as TYKES and Enable, providing respite activities, support and training.

LVRT provides training / qualifications for young people who have disengaged from formal learning – for some who are unlikely to gain qualifications in a formal education setting these qualifications can be life changing.

The training, support and activities at LVRT addresses many priorities in Sutherland Area Place Plan and we welcome visits from members to see our work in action, and to hear from participants how the work of LVRT positively impacting their lives.

4.3 How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents as requested at 8.2

(500 words max limit)

Lochview Rural Training (LVRT) is currently working at full capacity, with many courses / projects oversubscribed.

When LVRT was set up in 2021, it was run solely by Cara Cameron (Founder / CEO / Manager). High demand for courses / projects means that LVRT now has 6 members of staff and this is likely to increase in early 2026 with the appointment of a Volunteer Support Co-ordinator.

LVRTs strategic plan highlights the high demand for courses and the need for additional projects to be developed (following consultation with local people), both at the training centre and through outreach in local communities. A new teaching / support / office building at LVRT is now required to meet the needs of students, staff, support workers and volunteers and to allow additional courses / projects to be delivered.

LVRT works with a range of community, voluntary and statutory support agencies many of whom have clients who they would like to refer to projects at LVRT once capacity increases.

LVRT has letters of support from schools, statutory organisations, community groups, counsellors and individuals. Please see evidence as per 8.2.

LVRT responds to community need and delivers a range of projects to support clients of all ages and abilities. Evidence of projects / training opportunities can be found on Lochview Rural Training’s website and social media pages (Facebook and TikTok).

LVRT produces annual and project based Impact Reports which evidence the courses and projects that have been run, future plans for expansion or development of new projects and feedback from participants. Case studies are regularly drawn up evidencing the challenges and successes of projects / participants.

4.4 Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”.

(a) Please select below ONE of the CRF main strategic objectives that you believe your project’s outputs and outcomes will best align with.

<input type="checkbox"/>	Increasing community resilience
<input type="checkbox"/>	Tackling poverty and inequality
<input checked="" type="checkbox"/>	Addressing causes of rural depopulation
<input type="checkbox"/>	Helping economic recovery and sustaining growth

**(b) What are the immediate and short-term outputs that your project will achieve? How will you measure them?**

(500 words max limit)

The work at LVRT addresses all the strategic objectives listed at 4.1 – ‘addressing causes of rural depopulation’ has been selected, but any of the listed objectives could have been ticked, and the way that LVRT is addressing this is highlighted in 4.2 above.

A new multi-use teaching / support building will be constructed on site.

Outputs (use of building):

- Daily – use for 1-1 support (both LVRT staff and external support workers)
- Daily – use as a small group teaching area
- Daily – office space for staff
- 1x week – research space for students
- 2 x weekly – volunteer support / training

In addition – this new multi-use building will free up teaching space in the main learning cabin, allowing new projects to be developed / additional teaching capacity.

(c) What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?

(500 words max limit)

Main outcomes:

Increased capacity for Lochview Rural Training (LVRT) to deliver training and support to local people, in turn creating more employment and volunteering opportunities.

More young people upskilled into local employment.

More children, young people and adults with mental or physical health conditions feel supported and are able to undertake meaningful activities.

More young people / working age adults retained in the local area, supporting local services and employers – making vibrant and sustainable communities.

Monitoring and evaluation:

LVRT gathers data on all courses / students / clients and monitors the learning journeys / progress of students closely.

LVRT carries out baseline assessments on students / clients and works closely with individuals (and where necessary their support workers) to identify personal goals and develops a tailored support / learning programme to achieve the goals.

LVRT carries out regular consultation with students / clients (and where appropriate their support workers).

LVRT produces annual impact reports and impact reports for individual projects

Case studies are regularly drawn up, and where appropriate these are shared as success stories with funders and to share good practice with other organisations.

LVRT regularly attends forums and partnership meetings and keeps up to date with area place plans, developments, statistics and demographics, and tailors project planning accordingly – and feeds back on the work taking place at LVRT.

LVRT works closely with other community, voluntary and statutory organisations, employers and communities in Sutherland / Highland who regularly provide information and feedback from their clients / employees / residents.

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

(500 words max limit)

Lochview Rural Training is requesting the full capital costs for a new multi-use building which will allow LVRT to build capacity to run a wide range of projects for which external revenue funding has already been secured.

Maintenance and running costs for the new building will be minimal. Running costs will be incorporated into future funding applications for new revenue projects or will be covered by the income generated from adult training / heritage workshops which are run at Lochview Rural Training.

Examples of revenue funding secured / ongoing projects:

NHS Highland (3 year) Acre of Knowledge project for adults with long term mental health conditions

Royal Countryside Fund (2 year) intergenerational project matching tech savvy young people with older generation crofters for an exchange of skills and knowledge

HTSI Adult Mental Health and Wellbeing (2 year) Growing well together (supporting rurally isolated / unemployed / cost of living / mental health)

National Lottery Young Start (1 year) Introduction to land-based skills upskilling 15-25 year olds in to local land-based employment

Volunteer Support Fund (2 year) to employ a volunteer co-ordinator to recruit and train volunteers with a particular focus on supported volunteering / community outreach

LVRT is also working with HIE to develop a digital programme and with organisations on Sutherland's west coast to support mental health and wellbeing through heritage / rural skills.

4.6 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.

(500 words max limit)

The new multi-use building will be well insulated and require limited heating for much of the year.

A local builder/ joiner will install the building.

All activities / courses at LVRT support positive environmental practices and encourage low impact farming methods.

Courses at LVRT include peatland management, dry stone walling and using products from the croft to make new products – eg willow weaving, felting, peg looming – all of which promote the use of heritage skills / use local products / encourages sustainable land use practices. The new building will add capacity and will free up space in the main learning cabin, allowing tutors to deliver more courses focuses on positive environmental practices.

LVRT links closely to environmental organisations and keeps up to date with legislation and best practice methods.

4.7 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?

(500 words max limit)

All courses and activities at LVRT are needs led and person centred, and are delivered in line with our Equal Opportunities Policy.

LVRT runs courses / activities for people of all ages and abilities, with some sessions being delivered in association with ASN support workers / NHS Highland staff. Specific sessions are available for participants with long term mental health conditions, for children with Additional Support Needs, for Young Carers and for families with children with disabilities.

Access ramps and mobility aids are available when required. Raised beds and level access to growing areas supports participants with limited mobility / wheelchair users to join in with activities / training.

The new building will be used by a range of children, young people and adults of all abilities. Session will be delivered in line with LVRTs policies and procedures.

A member of staff is a qualified TEFL teacher and is available to support participants whose first language is not English.

Hands-on experiential learning with animals provides a wide variety of opportunities for discussing anti-discriminatory practice and staff are experienced in delivering appropriate sessions.

LVRT's trustees live locally and have lived experience relevant to their trustee roles.

4.8	<p>All applicants are required to provide a statement on 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>PLEASE NOTE- 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;">  <small>FWF statement and declaration template.c</small> </div>
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 or are 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’s 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?	7 employees, plus volunteers
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 also 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 checked="" type="checkbox"/> Line Management Relationship <input checked="" 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.</p> <p>Please refer to the guidance note on eligible expenditure. Only download and complete the overheads and management fees summary spreadsheet below, if you would like to claim more than 10% of total project costs as overheads.</p> <div style="text-align: center;">  <small>CRF overheads and management fees sun</small> </div>
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Budget Heading	Detailed Costs	Revenue/Capital	Amount
	New build multi-use building	Capital	26526.00
	Furnishings for new building	Capital	852.65
	Planning Application and drawings	Revenue	2000.00
Total revenue expenditure			£2000.00

		<p>LVRT is about to appoint a Volunteer Co-ordinator which will increase volunteer numbers at LVRT and enhance the support that volunteers will receive, including 'Supported Volunteering' for volunteers who require additional support to volunteer.</p> <p>Staff and external support workers will provide 1-1 and small group support to participants in the new building.</p> <p>LVRT will oversee the installation of the new building at no cost to CRF fund.</p>
6.4	Please explain why public funding is required to deliver the project.	Without CRF funding this project will not go ahead
6.5	Please explain what the remaining bank balances are for in your accounts.	LVRT has secured revenue funding for a range of specified projects which are included in the balances. LVRT continues to grow and expand provision, and now has 6 members of staff – LVRT needs to hold sufficient funds for staff job security, insurance, running cost etc and aims to hold at least 6 months contingency funding.
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	See above
6.7	If you are applying for 100% funding for your project, please explain why no match funding is available.	LVRT is requesting the full capital cost of the new building. Whilst match funding is not available for the capital costs, match funding has been secured to run revenue projects from the new building.

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.	<p>I have answered no to this, as the project is for a 1-1 teaching / support building, for which separate revenue project funding has been secured for the actual support / training. The support and teaching that would be carried out in the new building is likely to be for participants requiring additional support, 1-1 pre-employability or employability training / support, for young people who have disengaged from formal learning, or for participants on one of the adult mental health projects who may need time away from other participants or specialist support from their support worker. However, by freeing up</p>

		<p>space in the main learning cabin, there may be times where 'paid for' courses may be delivered in the main learning cabin, which would not have been possible without the additional building (as small group and 1-1 teaching would have previously been in the main learning cabin).</p> <p>Current procedure at LVRT ensures that support / training for children and young people or vulnerable adults, does not take place at the same time as training for other adults so it is likely that fees would not be being generated in the main cabin at the time that the new building would be in use, however this may be reviewed in the future and new procedures put in place. It is also possible that volunteer training may take place in the new building at the same time as a fee generating activity is taking place in the main learning area.</p>
7.3	How will you ensure that local organisations/ businesses are not disadvantaged because of the project? Are they supportive of the project?	LVRT are unique in the Highlands, no other local provider offers the same support or training
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?	LVRT is a charity based on a working craft. Whilst some income is generated from adult courses most projects run on revenue funding from external funders. LVRT does not have the income or necessary security to take out a loan.
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?
	Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
Highland Council CMHWB Fund (children and young people)	01/06/2024	£2000	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Highland Council CMHWB Fund (children and young people)	01/01/2025	£12000	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Highland Council Whole family Wellbeing Fund	01/02/2025	£9990	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
NHS Highland Mental Health and Wellbeing	01/04/2025	£15130	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Highland Council Community Regeneration Fund (ATVs, laptops and other small items)	01/9/25	£12954	Yes <input type="checkbox"/> No <input checked="" 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:		03/01/2026

Please Ensure You Also Complete the Attachments Checklist Below

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	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"/>
2	Annual financial accounts – latest available.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3	Constitution or articles and memorandum.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4	Committee Members or Directors List.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5	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"/>
6	Valid organisation insurance policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7	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"/>
8	Confirmation of match funding letters	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
9	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
10	Business plan (income generation projects only)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
11	Job descriptions (for CRF funded posts)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
13	Valid quotations or estimates	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:

(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

Community Regeneration Funding (CRF) Application Form

(May 2025 – CRF Area Funds)

Key considerations

Please refer to the [Application Guidance](#) (link below) and [Fair Work First Summary Guidance](#) when completing the application form as there is 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. Please do not exceed the word limit given.

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.

In this current round of CRF, we are seeking well-developed and robust projects that are ready to commence, and can complete within 12 months of funding being awarded.

The deadline for application submission is 9am on Monday 5th January.

Double click the icons below to download the documents. If you have any issues with downloading the documents, please contact us at communityregenerationfund@highland.gov.uk

<u>Application Guidance</u>	<u>Assessment Criteria Matrix</u>
 CRF_Application_Guid ance (v1 MC 2025 CRI)	 CRF Assessment Criteria (v1 MC May 2)

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF
1.2	Organisation	Durness & Kinlochbervie Angling Club
1.3	Project title	Oldshoremore Beach Steps Replacement
1.4	Summary of project you wish to be funded (max 250 words)	Oldshoremore Beach is one of the most popular spots in the area. The steps down to the beach are important because they give safe access for anglers, walkers, families, and visitors. These steps are now worn out from years of wind and salt, and if they are not replaced soon, people will start making their own paths, which will harm the dunes and cause erosion.

		<p>Our project will replace the steps with strong, environmentally friendly ones so that:</p> <ul style="list-style-type: none"> • Dunes and coastal habitats are protected from erosion. • People can enjoy the beach safely without harming nature. • Access is easy for everyone, including older people and families. 	
1.5	Project costs	Total project cost	£19250
		Match funding	£11000
		CRF grant requested	£8250
1.6	Start date	01/03/2026	
1.7	End date <i>(max 12 months from start date)</i>	01/05/2026	
1.8	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9	Artificial Intelligence Assistance Declaration	<p>Have you used any form of AI assistance in the preparation of this application?</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance.</p>			

SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	Durness & Kinlochbervie Angling Club	
2.2	Address and postcode		
2.3	Main contact name		
2.4	Position in the organisation		
2.5	Contact number		
2.6	Email address		
2.7	Website address	https://www.kinlochbervie.info/fishing	
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 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.	SSI – IV27 4RS – Oldshoremore Beach	
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? If so, what is the term left on your current lease agreement	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <div style="display: flex; justify-content: space-around;"> Years Months </div>	
3.7	If ownership or lease agreements are not in place, please provide details if applied for and/or the arrangements to obtain these and by when.	<p>Landowner has given us written consents to progress and Highland Council and Landowner are liaising with regard to signing a formal agreement between both parties.</p> <p>The D & KLB Angling Club and local community will manage the structure once built and ongoing maintenance.</p>	
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.	Applied but struggling to get past Validation with Highland Planning who are stopping the validation based on the scale bar of the drawing!! 5 attempts submitted so far!

SECTION 4: THE PROJECT PROPOSAL

4.1 List the main activities required to deliver the project including timescales.

Activity name	Achieve by (date)
Proposal discussions initiated	July 2025 (complete)
TEAMS meeting held	Nov 2025(complete)
Draft designs resubmitted	Nov 2025(complete)
Planning and SSSI consent applications to be submitted	Nov 2025(complete)
Funding applications to be submitted	Nov 2025(complete)
Improvement works are hoped to commence, subject to the necessary consents, availability of funding, contractor scheduling, and prevailing weather conditions in 2026. Access to the beach will be restricted during this period.	Mar/April 2026

4.2 (a) What local need or opportunity will the project address?

(500 words max limit)

The new steps will make it easier and safer for everyone to reach the beach, including older people, families with children, and visitors with mobility challenges. The design will follow outdoor access standards so no one is left out. The project is open to all, and we will encourage local people of all ages to help with the work.

(b) Has this need been recognised in a local place plan?

(500 words max limit)

The proposed replacement of the Oldshoremore Beach Steps aligns well with the aims of the Sutherland Area Place Plan by supporting locally identified priorities for place, people and prosperity. The project enhances essential community infrastructure by providing safe and improved access to a valued coastal asset, contributing to residents' wellbeing and everyday quality of life. It also supports sustainable tourism, which the Place Plan recognises as vital to the Sutherland economy, by improving the visitor experience at one of the area's key beaches. As a small-scale, community-led improvement that respects the surrounding natural environment, the replacement steps reflect the Place Plan's emphasis on sensitive place-making, community stewardship and investment in infrastructure that strengthens rural communities.

4.3 How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents as requested at 8.2

This project has been talked about in the local community since 2020 but no-one has been able to bring it to fruition. The main issue was funding and the community was unable to raise sufficient funds to accomplish it.

4.4 Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”.
(a) Please select below ONE of the CRF main strategic objectives that you believe your project’s outputs and outcomes will best align with.

<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

(b) What are the immediate and short-term outputs that your project will achieve? How will you measure them?

Immediate outputs

- Removal of the existing unsafe and deteriorated beach access steps.
- Installation of new, secure steps providing safe access between the car park and Oldshoremore Beach.
- Improved safety features, such as stable treads and handholds (where appropriate), suitable for regular use by residents and visitors.
- Completion of works within the agreed project timescale and budget.

Short-term outputs

- Restored and reliable access to Oldshoremore Beach for the local community and visitors.
- Increased confidence among residents and visitors in using the beach access.
- Enhanced visitor experience, supporting continued use of the beach as a local and tourism asset.

Measurement

- **Project completion records:** confirmation that the steps have been replaced in line with the approved design and specification.
- **Health and safety assessment:** post-completion HC inspection confirming the new steps meet safety standards.
- **User feedback:** informal feedback from community members and visitors

- **Usage observation:** continued and increased use of the beach access following completion, compared with reduced or restricted use prior to replacement.

(c) What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?

Long-term outcomes

- Sustained safe access to Oldshoremore Beach for residents and visitors, reducing the likelihood of accidents and access restrictions over the long term.
- Increased community resilience through the provision of durable infrastructure that can better withstand weather, erosion, and ongoing use.
- Ongoing support for the local economy by maintaining Oldshoremore Beach as an attractive and accessible destination for visitors.
- Improved quality of life for the local community, ensuring continued enjoyment of a valued natural and recreational asset.
- Greater confidence in local infrastructure, encouraging continued use of outdoor spaces and supporting wellbeing.

Lasting benefits and legacy

- A long-lasting, low-maintenance access structure that will serve the community for many years with reduced need for repair.
- Protection of an important community and tourism asset, helping to sustain the area's reputation as a safe and welcoming destination.
- A positive legacy of investment in essential rural infrastructure, contributing to the long-term viability of the community.

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

The new steps will be built to last using strong, weather-resistant materials, so they will need little upkeep. The **Durness & Kinlochbervie Angling Club** will take responsibility for regular checks after storms and maintenance, with help from local volunteers. We are also agreeing arrangements with **Highland Council and the landowner** to make sure the steps are looked after in the long term. If the Angling Club is ever no longer active, **Highland Council has agreed to act as guarantor** so the access remains safe and maintained.

4.6	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>The project will minimise environmental impacts by using an existing access route and footprint, avoiding disturbance to surrounding habitats. Works will be carefully timed to reduce disruption to wildlife and the beach environment. Durable, long-lasting materials will be used to reduce the need for future repairs and associated emissions. Construction methods will follow best practice to prevent erosion, manage waste responsibly, and limit vehicle movements. Where possible, materials will be locally sourced to reduce transport impacts, supporting a low-impact and sustainable approach.</p>	
4.7	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?
<p>In developing the project, equalities issues have been considered by focusing on improving safe and reliable access for all users. The replacement steps will be designed to be as inclusive as reasonably possible, taking account of the needs of people with mobility difficulties, older people, families with children, and those who may be less confident using steep or uneven access. Improving safety and stability reduces the risk of exclusion caused by poor or hazardous infrastructure.</p> <p>The project is intended to benefit the whole community and visitors rather than targeting specific groups. No one will be excluded from benefitting from the project, as the improved access will be free to use, clearly visible, and available to all. By addressing safety and accessibility issues, the project helps ensure that people with protected characteristics are not disproportionately disadvantaged in accessing and enjoying Oldshoremore Beach.</p>	
4.8	<p>All applicants are required to provide a statement on 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>PLEASE NOTE- 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 form template.</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 or are 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’s 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?	4 – all volunteers

Is VAT included in these costs?		Yes
Can you confirm that the costs above have not already been incurred or committed to?		Yes
5.2	Reasonableness of cost – Are the project costs listed in 5.1 based on valid quotes as per the procurement guidance provided? Please provide any quotes as supporting documents to this application .	Yes
5.3	Please explain how your project will achieve value for money.	Replacing the Oldshoremore Beach steps provides value for money by delivering a safe, durable, and accessible structure. Using weather-resistant materials reduces long-term maintenance costs, while improving safety and access benefits the community and visitors. The project’s clear, lasting benefits outweigh the initial investment, ensuring cost-effective use of resources
SECTION 6 – MATCH FUNDING (if applicable)		
Please note match funding for this round is not essential, however efforts to secure match funding for the project is reflected within the assessment criteria.		
6.1	Please provide details of any match funding applied for and whether it is awaiting a decision or confirmed.	
Name of funder	Confirmed?	Date Confirmed or Decision Expected
KLB Community Benefit Fund	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Dec 2025
North West Sutherland Trust	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Dec 2025
Oldshoremore Retreats	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Dec 2025
	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	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		£11000
CRF requested		£8250
Total funding		£19250
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.	Public funding is required because the project delivers essential community infrastructure that benefits residents and visitors but cannot be fully funded through private means. The replacement steps provide safe, accessible, and durable access to the beach, enhancing public safety, encouraging tourism, and supporting local wellbeing. Funding ensures the project can be completed to a high standard without placing an undue financial burden on the local community.
6.5	Please explain what the remaining bank balances are for in your accounts.	The remaining bank balances in our accounts are held to cover ongoing operational costs, routine maintenance, and committed project activities in relation to the Angling Club.
6.6	Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.	We are a small club that has taken on this project we do not have additional funding.
6.7	If you are applying for 100% funding for your project, please explain why no match funding is available.	N/A

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?	The Oldshoremore Grazing Committee representing all the local Crofters has been approached and are supportive of the project.
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?	As a voluntary organisation, we are managing this project to benefit the community. The project cannot proceed without external funding support.
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?
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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>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.</i>			
Signature:			Date:
Print:			05/01/2026

Please Ensure You Also Complete the Attachments Checklist Below

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	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"/>
2	Annual financial accounts – latest available.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3	Constitution or articles and memorandum.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4	Committee Members or Directors List.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5	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"/>
6	Valid organisation insurance policy.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
7	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"/>
8	Confirmation of match funding letters	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
9	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
10	Business plan (income generation projects only)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
11	Job descriptions (for CRF funded posts)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
13	Valid quotations or estimates	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>

14	Partnership agreement	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
Reason for missing documentation: <ul style="list-style-type: none"> • We are awaiting the agreement being signed between Highland Council and the Landowner • Highland Council have verbally informed us that they will provide Public Liability Insurance • We are awaiting a reference number for the Planning Application 		

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:

(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

