

Agenda Item	8
Report No	BSAC/13/26

# The Highland Council

**Committee:** Badenoch and Strathspey

**Date:** 27 April 2026

**Report Title:** Community Regeneration Funding Application

**Report By:** Assistant Chief Executive - Place

## 1 Purpose/Executive Summary

1.1 The purpose of this report is to present one funding request to the Badenoch and Strathspey Community Regeneration Fund (CRF) budget for 2025-26, for discussion and decision by Members. The report also updates Members on their CRF budget position for 2025-26.

One application is provided as Appendix 1 to this report, and a technical assessment summary is provided as Appendix 2.

A summary of the Badenoch and Strathspey CRF budget for 2025-26 is provided in Section 5 of the report.

## 2 Recommendations

2.1 Members are asked to:-

- i. **Note** the Community Regeneration Funds currently available in Badenoch and Strathspey;
- ii. **Consider** the application presented and agree whether to approve, defer or reject the application. An approval of funding should detail the amount approved and outline any conditions of funding that Members wish to attach to the approval over and above the required technical conditions. A deferral would allow an applicant to resubmit the current application at a future date with updated information or for the project to be approved subject to further funding becoming available. A rejection would mean that the application will not proceed and any future application to the fund should be brought forward initially as a new expression of interest; and
- iii. **Agree** the approved CRF grant award for the application up to the value of the available area allocation.

### 3 Implications

- 3.1 **Resource** - Badenoch and Strathspey area has available funding of £75,839.64. The application under consideration totals £60,242. Therefore, there are no resource implications in approving the funding award as requested.
- 3.2 **Legal** - When managing external funding it is imperative that the risks to the Highland Council are assessed/mitigated and any back-to-back grant award letters with third parties, and financial claims management protect the Highland Council financial and reputational interests.
- 3.3 **Risk** - A balanced approach to risk is necessary when disbursing grant funds as sometimes it is necessary if a community led project is to proceed, to forward grant payment. Factors such as past knowledge of and project experience of the grant receipt, release of funds related to invoices/works completion certificates etc are considered in such assessments.
- 3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** – No risks arising directly from this report. Risks within projects are identified and managed on a project-by-project basis by the applicant organisations.
- 3.5 **Gaelic** - Consideration given within individual project applications in line with the Council's policy.

### 4 Impacts

- 4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.
- 4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.
- 4.3 A separate screening for impact for each application is not required, however consideration of impacts for equalities, socio-economic impact and consideration of the impact on the individual community is part of the assessment criteria and included within the assessment report; this supports the decision-making process.

## 5 Background

- 5.1 Community Regeneration Funding is an umbrella term for several funds that are available for communities/organisations to access in Highland. At present, in Badenoch and Strathspey, the available funding allocation for 2025/26 is shown in the table below:

Highland Coastal Communities Fund (HCCF) – Tranche 5	Revenue or Capital	£25,839.64
Highland Coastal Communities Fund (HCCF) – Tranche 6	Revenue or Capital	£50,000.00
<b>Total</b>		<b>£75,839.64</b>

Both funds are Scottish Government (SG) grants to support economic regeneration and sustainable development in Highland.

- 5.2 Members will recollect that the current Scottish Government (SG) grant offers are made on annual basis with the expectation that funds are expended by the financial year end. Project approvals are made at Area Committee by Members following assessment of the project by the Community Regeneration Funding Team.

The current available balance in Badenoch and Strathspey must be committed to projects at the April area committee to remain compliant with the SG grant conditions. Failure to do so could leave the funding vulnerable to clawback and therefore potentially withdrawn from the area.

We are hopeful that there will be further funding confirmed later in 2026 for the Badenoch and Strathspey area. Members will be updated on this when further information is available.

5.3 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. The application presented is technically eligible – if any criteria are marked as red this does not indicate an eligibility concern but reflects the quality of information provided or outstanding requirements that will require technical conditions to be applied to any award of funding.

Designation: Assistant Chief Executive - Place

Date: 2 April 2026

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

Background Papers: None

Appendices: Appendix 1 – Project Application Form  
Appendix 2 - Project Technical Assessments 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 (TIME) on (DATE).**

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

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

### SECTION 1: PROJECT SUMMARY

1.1	<b>Project reference number</b>	CRF
1.2	<b>Organisation</b>	Newtonmore Village Hall
1.3	<b>Project title</b>	Heating Upgrade
1.4	<b>Summary of project you wish to be funded (max 250 words)</b>	<p>We are requesting funding for a major upgrade to Newtonmore Village Hall through the installation of a modern, energy-efficient heat pump heating system.</p> <p>This improvement forms a core part of Phase 1 of our Business Plan and is essential to creating a warm, accessible, and financially sustainable community facility.</p> <p>The upgrade will replace our insufficient, high-cost heating system with a low-carbon alternative that provides consistent, reliable warmth throughout the</p>

		year, this will improve energy efficiency and enhance comfort for all hall users.	
1.5	Project costs	<b>Total project cost</b>	£60,242
		<b>Match funding</b>	£0.00
		<b>CRF grant requested</b>	£60,242
1.6	Start date	01/06/2026	
1.7	End date ( <i>max 12 months from start date</i> )	30/06/2026	
1.8	Please confirm you have read and understood the <a href="#">CRF privacy notice</a>	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 X No <input type="checkbox"/>	
For guidance on the appropriate use of AI in funding applications, please refer to <a href="#">Use of AI in Funding Application Guidance</a> .			

## SECTION 2: CONTACT AND ORGANISATION DETAILS

2.1	Organisation	Newtonmore Village Hall	
2.2	Address and postcode	Main Street, Newtonmore, PH20 1DD	
2.3	Main contact name	[REDACTED]	
2.4	Position in the organisation	[REDACTED]	
2.5	Contact number	[REDACTED]	
2.6	Email address	[REDACTED]	
2.7	Website address	n/a	
2.8	Organisation type	<input checked="" type="checkbox"/>	Company limited by guarantee
		<input type="checkbox"/>	Constituted group
		<input type="checkbox"/>	Public body
		<input checked="" type="checkbox"/>	Charity
		<input type="checkbox"/>	SCIO
		<input type="checkbox"/>	Other (please specify):
2.9	Organisation registered number	Company Number: SC3921332 Registered Charity Number: SC042495	
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.	
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.	The installation of heat pumps is zero rated for VAT

### SECTION 3: PROJECT DETAILS

3.1	Please confirm the location of the project including post code.	Newtonmore Village Hall, Main Street, Newtonmore, PH20 1DD
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 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.	
3.8	Does the project require planning permission or other statutory regulatory consents?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.9	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	

### SECTION 4: THE PROJECT PROPOSAL

4.1	List the main activities required to deliver the project including timescales.	
	Activity name	Achieve by (date)
	Planning and Design Specification	08/11/2025
	Obtaining Quotes / Appointing an Electrical Contractor	01/12/2025
	Installation	20/02/2026
	Testing and certification	20/02/2026
		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?	

The heating upgrade will address the community need for a modern, flexible, and comfortable community space that can be used year-round by people of all ages. Currently, limited heating restricts the hall's usability, particularly during colder months, which limits the number and type of activities, events, and gatherings that can take place. By installing a reliable heat pump system, the hall will become warmer, more energy-efficient, and cost-effective to run, enabling increased use by youth groups, community-run activities, leisure sessions and social events. This will provide opportunities for more social, cultural, and educational activities, strengthen community engagement, increase participation, reduce social isolation and support the long-term financial sustainability of the hall.

(500 words max limit)

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

The installation of a new heat pump heating system directly supports the Newtonmore Community Action Plan (compiled in Spring 2022) priority of creating a flexible and modern community meeting space. A reliable, efficient heating system is fundamental to increasing the hall's usability throughout the year, enabling it to host a wider range of activities, events, and community gatherings in comfort. By reducing running costs and improving warmth and energy efficiency, the upgrade strengthens the hall's potential for increased bookings, from local leisure groups and classes to larger events such as weddings, performances, and conferences, helping to secure long-term financial sustainability.

These improvements also support the Plan's ambition to refurbish and modernise the hall as part of a structured upgrade programme, providing a more attractive, welcoming, and accessible venue that encourages greater community participation and enables more social events and activities for all ages.

(500 words max limit)

**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**

Local support is evidenced through the Newtonmore Community Action Plan, which was developed by community consultation and identified improved facilities and increased activity as key priorities.

Existing user groups have identified the lack of effective heating as a major barrier to using the hall. Several groups have provided letters of support highlighting that, during winter months, internal temperatures often do not rise above 12 degrees, making the hall unsuitable for use, particularly for the most vulnerable members of our community.

Community support for the regeneration of the village hall is evidenced by strong local fundraising and increased engagement. During November and December, the hall board have run four community fundraising events, raising £2,625. Hall hires generated a further £553, and membership of the village hall 100 Club (50/50 draw) has increased from 32 in the summer to 113, demonstrating growing community commitment to the hall's regeneration.

(500 words max limit)

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

In the short term, the installation of the heat pump system will deliver immediate improvements by providing a warm, reliable and comfortable space for users, particularly during the winter months. This will enable activities and bookings to proceed as planned, reduce the risk of event cancellations due to inadequate heating, and make the hall usable for the most vulnerable groups in our community. Improved thermal comfort will also encourage increased use of the hall and greater confidence among user groups.

The short-term benefits will be measured by monitoring internal temperatures, tracking booking cancellations, comparing winter usage levels, and gathering feedback from user groups to confirm improved comfort and reliability. By including the one-bedroom flat in the heating system upgrade, the Board is also recognising its responsibility as an environmentally responsible landlord, improving the energy efficiency and comfort of the accommodation and supporting the provision of much-needed affordable housing in the area.

(500 words max limit)

**(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?**

In the long term, the installation of a heat pump heating system will secure the future use of Newtonmore Village Hall as a warm, reliable, and energy-efficient community facility. The improvements will enable year-round use of the hall, supporting a sustained increase in activities, events, and bookings for people of all ages, including those most affected by cold conditions such as young children and older residents.

As a core element of the wider regeneration project, the heat pump system will deliver lasting environmental benefits through reduced energy consumption and lower carbon emissions, supporting climate change and net-zero ambitions. Lower and more predictable running costs will strengthen the hall’s financial sustainability, allowing income from increased use and fundraising to be reinvested in ongoing maintenance and further improvements.

The heat pump system will also extend to the attached one-bedroom flat, delivering long-term benefits by improving energy efficiency, reducing fuel costs, and providing a warmer, healthier living environment for the tenant. This supports the Board’s role as an environmentally responsible landlord and helps sustain the provision of much-needed local housing.

The long-term legacy of the project will be a modern, welcoming, and resilient community hub that supports social connection, reduces isolation, and enables ongoing community-led activity. By addressing a fundamental barrier to use, reliable heating, the project ensures that the hall can continue to play a central role in community life for generations to come.

(500 words max limit)

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

The Hall Board is fully committed and understands the scale of the regeneration project. After CRF funding, the heating upgrade will be sustained under the governance of the trustees, supported by volunteers and community involvement. The Board will maintain the upgraded facilities, manage bookings, and deliver an ongoing programme of fundraising. Combined with hall hire, 100 Club membership, and rental income from the one-bedroom flat, this will cover maintenance and running costs. The energy-efficient heating upgrade will also reduce electricity costs, helping ensure the hall remains a vibrant community hub for future generations.

(500 words max limit)

**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.**

The heating upgrade directly supports environmental sustainability and net zero ambitions. By replacing the existing heating system with an efficient energy saving system, this core part of the regeneration project will reduce electricity consumption and associated carbon emissions. All materials and fittings will be sourced from reputable suppliers with environmentally responsible practices wherever possible. Installation will be carried out carefully to minimise waste, and the existing heating materials will be responsibly recycled. The installation will be undertaken by local contractors with the appropriate qualifications to minimise the travel. These measures ensure that the project not only improves the hall for community use but also reduces its environmental impact, contributing to lower running costs and supporting broader climate change objectives.

(500 words max limit)

**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?**

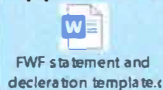
Newtonmore Village Hall is a community hall used by people of all ages, abilities, and backgrounds. The heating upgrade will make the space warmer, safer, and more comfortable, particularly for groups who are most affected by cold conditions, including older people, young children, and those with health conditions or reduced mobility. Reliable heating will remove a significant barrier to participation, especially during winter months.

The Board is committed to ensuring that no one is excluded from benefitting from the upgrade. Activities delivered in the heated space will be inclusive and welcoming to all, with consideration given to comfort, accessibility, and wellbeing. The project will enhance opportunities for young people, adults, and older residents alike, ensuring broad community benefit. The Hall Board will continue to monitor usage and participation and seek feedback to ensure that all groups, including those with protected characteristics, are able to access and benefit from the Hall and its activities.

(500 words max limit)

**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 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 type="checkbox"/> Do not have a website <input checked="" type="checkbox"/>
How many people do you employ or how many volunteers do you have?	0
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 type="checkbox"/> Staff /Engagement Surveys <input type="checkbox"/> Suggestions Schemes <input type="checkbox"/> Intranet/Online Platforms <input type="checkbox"/> Staff Forums / Networks <input type="checkbox"/> Trade Union Recognition/Collective Bargaining

### SECTION 5: PROJECT BUDGET

**5.1** Main project expenditure – costs should be as accurate and current as possible from recent quotations or price comparisons.

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.



Budget Heading	Detailed Costs	Revenue/Capital	Amount
Heating	Main Hall - decommission and removal of existing system and replacement with new system incl hot water cylinder - as per quote	Capital	£37,630

Flat	Removal of existing storage heating and hot water system and installation of new as per quote	Capital	£12,462
Electrical work	Wire and fit for new sub-main supply as per quote	Capital	£10,150
Total revenue expenditure			£ 0
Total capital expenditure			£60,242
<b>TOTAL PROJECT COSTS</b>			<b>£60,242</b>
Is VAT included in these costs?			Yes <input type="checkbox"/> No <input checked="" 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.	The installation of a modern, energy-efficient heat pump system will reduce running costs, lower carbon emissions, and improve comfort, enabling year-round use of the hall. This supports increased bookings, community activities, and social events, generating additional income that can be reinvested into maintenance and future improvements. By addressing a fundamental barrier to use the upgrade maximises the social, environmental, and financial return on investment, ensuring that the hall remains a sustainable, accessible, and valued community asset for all ages. The additional quote was £65,500.	
<b>SECTION 6 – MATCH FUNDING (if applicable)</b>			
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?	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"/>		
		<b>Total match funding</b>	<b>£0</b>
		<b>CRF requested</b>	<b>£60,242</b>
		<b>Total funding</b>	<b>£60,242</b>
<b>6.2</b>	<b>Will the project involve “in kind” support?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>6.3</b>	<b>If yes, please detail.</b>		
<b>6.4</b>	<b>Please explain why public funding is required to deliver the project.</b>	<p>The Hall does not have sufficient resources to cover these costs and cannot facilitate fully until this work is completed. The ongoing electricity cost from the current inefficient system are placing additional strain on the Hall’s limited resources.</p>	
<b>6.5</b>	<b>Please explain what the remaining bank balances are for in your accounts.</b>	<p>A total of £4,200 is held as restricted funds, comprising a combination of grant monies received, 100 Club pre-payments, and a donation. The Hall anticipates an electricity bill of approximately £3,300 in January, in addition to other ongoing overheads and maintenance costs.</p>	
<b>6.6</b>	<b>Please explain why unrestricted funding in your annual accounts cannot be used to deliver the project and/or used as match funding.</b>	<p>The Hall’s unrestricted funds are already committed to covering essential running costs, including routine maintenance, electricity and insurance. Using these funds for the heating upgrade could jeopardise the Hall’s ability to operate safely and effectively. As a result, unrestricted funds cannot be used to deliver this project or contribute as match funding. Grant support is therefore essential to enable this core improvement while ensuring the ongoing financial stability and sustainability of the Hall.</p>	



6.7	If you are applying for 100% funding for your project, please explain why no match funding is available.	
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**SECTION 7 – INCOME GENERATION**

7.1	Will the project generate income?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7.2	If yes, how will the income benefit the organisation? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	<p>The new heating system will enable Newtonmore Village Hall to be used comfortably throughout the year, particularly during the winter months when poor heating is currently limiting use. Reliable, efficient heating will reduce cancellations and increase confidence among existing user groups, while also making the hall more attractive to new bookings. Increased and more consistent bookings will generate additional hire income, which will be reinvested into the Hall to support routine maintenance, running costs, and future improvements. The energy-efficient heat pump will also reduce heating costs compared to the existing system, allowing more of the hall's income to be retained and reinvested. Together, increased income and reduced running costs will strengthen the Hall's financial sustainability and support its continued operation as a valued community asset for future generations.</p>
7.3	How will you ensure that local organisations/businesses are not disadvantaged because of the project? Are they supportive of the project?	<p>The heating upgrade is focused on improving the village hall as a community facility, benefiting all local groups by providing a warm, reliable, comfortable, energy-efficient space for meetings, events, and activities. Local businesses that currently hire the hall or collaborate with community groups will continue to have full access to the facility.</p> <p>The project has strong local support from both the community and local businesses. This is evident from local contractors who have donated their time and materials to the Hall in recent weeks. The regeneration project is widely welcomed and seen as a positive improvement that will benefit the whole community.</p>
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?	<p>The Hall's financial resources are limited and already committed to essential running costs and maintenance. Taking on debt would place an unsustainable financial burden on the Hall and could jeopardise its ability to operate safely and provide ongoing community services. Grant funding is therefore the most</p>

		appropriate and sustainable way to deliver this essential project.		
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.			
	<b>Funding</b>	<b>Date</b>	<b>Amount £</b>	<b>Public Subsidy?</b>
	Highland Council Community Regeneration Fund	16/09/2025	£5,000	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
		Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Click or tap to enter a date.	£	Yes <input type="checkbox"/> No <input type="checkbox"/>

### SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION

8.1	Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.	
<p><i>I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.</i></p> <p><i>The data provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.</i></p>		
Signature: 		Date: 13/12/2025
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 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 type="checkbox"/> NA <input checked="" type="checkbox"/>
10	Business plan (income generation projects only)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input 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 checked="" type="checkbox"/>	No <input type="checkbox"/>	NA <input 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](mailto: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

