

PERTH AND KINROSS COUNTRYSIDE TRUST

Application for Grant Form



Perth & Kinross Countryside Trust aims to provide and promote high quality opportunities for access and recreation throughout Perth and Kinross.

The Trust's priorities are to: develop and promote path networks in and around towns and villages; provide technical and financial help and advice for projects that fulfill the Trust's aims; and develop a number of strategic routes throughout Perth and Kinross for walkers, cyclists and horseriders.

The applicant is asked to consider how their scheme will contribute to achieving these aims.

1. APPLICANT/AGENT	NOTES
<p>Name:</p> <p>Address:</p> <p>.....</p> <p>Post Code: Tel No:</p> <p>State capacity in which agent is acting on behalf of applicant</p> <p>.....</p> <p>Has the applicant applied for grant before, either to PKCT, Perth & Kinross Council, Scottish Natural Heritage, or Scottish Enterprise Tayside?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p><i>The applicant is the individual or organisation with whom the grant contract is made. The applicant may be the owner or manager of the land or the organisation responsible for the work programme. The agent is any person handling the grant application on behalf of the applicant.</i></p> <p style="text-align: center;">Tick appropriate box</p>
<p>2. AIMS AND OBJECTIVES</p> <p>Please summarise your aims as they relate to care for the countryside and natural heritage of Perth and Kinross, or to public enjoyment of it.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Legal status of applicant/organisation</p> <p>Company <input type="checkbox"/> Trust <input type="checkbox"/> Vol Association <input type="checkbox"/></p> <p>Private <input type="checkbox"/> Other <input type="checkbox"/></p> <p>Number of members (if applicable)</p> <p>Number of staff (if applicable)</p> <p>Please give a summary of recent achievements, and enclose a copy of your most recent annual report or similar document.</p> <p>.....</p> <p>.....</p>	<p style="text-align: center;">Tick appropriate box</p>

3a DESCRIPTION OF PROJECT
Site Details (if applicable)

NOTES

Name of Site:

Nearest Town:

OS Map No: Grid Ref:

Is the Site open to public access? Yes No

If yes, please indicate the nature of this access:

Is the applicant the Owner Tenant Occupier

If not the owner, please provide details of the applicant's interest in the land. Please also describe what arrangements have been made to ensure continued access.

Do any Conservation or Preservation Orders (eg SSSI; TPO; Conservation Area etc) apply to this site?

Yes No If yes, give brief details

3b PROJECT PROPOSALS

Please provide a detailed description and plans of the project, stating as fully as possible the objectives of the work and how it will benefit the countryside and the natural heritage of Perth and Kinross and the public's enjoyment of it. Attach a site map or diagram, sketches or plans of any built structure, and if possible, a photograph of the site. If necessary please provide this part of the application as a separate document.

If the application does not relate to a particular site, area or route but relates to the work programme of an organisation, then please skip Sections 3a, 3b and 3c.

If the grid reference is not known please indicate the site clearly on a 1:50,000 map.

Tick appropriate box

Tick appropriate box

Please assess the impact of the proposals on the environment in terms of landscape impact or enhancement; and damage or enhancement to habitats.

If the proposals relate to provision for public access and recreation, please give information on the anticipated outputs, demand for the provision, the reasons for the choice of location, and the justification for the proposed scale of provision. Please give details of the adequacy of car parking, safety of access from the main road, access for the disabled.

3b PROJECT PROPOSALS (continued...)

NOTES

When will the work commence?

When will the work be completed?

Who will execute the work?

Please list any major sources of professional assistance used in designing the project, eg architect, woodland adviser, etc

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Has the scheme been discussed with the local authority?

Yes No

If yes, which Department(s)

Does the work require planning or building consent?

Yes No

If yes, has it received

Planning Consent Building approval

Roads Consent

3c ONGOING MANAGEMENT

Will the applicant be responsible for ongoing Management? Yes No

If no, who will?

Please indicate how ongoing maintenance and management will be funded.

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.....

4 PUBLIC LIABILITY

Do you have Public Liability Insurance?

Yes No

Have you taken steps to meet any relevant Health and Safety requirements?

Yes No

Tick appropriate boxes

Discussion with the local authority will be appropriate for larger schemes, for schemes which involve buildings or car parks or relate to rights of way.

It is not essential that all planning/building/roads consents have been obtained at the time of applying for grant but it is helpful to know the status of the proposal in planning terms.

An offer of grant will take the form of a contract between PKCT and the applicant, under which the applicant agrees to maintain and manage the works to a satisfactory standard for a minimum set period. The period will be as stated in the conditions of grant offer.

It is your responsibility to undertake these but if you have a difficulty with them please contact the Trust Secretary.

5 PROPOSALS

NOTES

Please specify the work programme for which you are applying for grant support, how it will contribute to your overall objectives, and how it will benefit the countryside and natural heritage of Perth and Kinross or public enjoyment of it. You may wish to provide this part of the application as a separate document.

State any key targets to be achieved, and the time-scale within which they can be achieved. If you have a business plan, then please enclose a copy and show clearly how this proposal fits into the business plan.

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What period does the work programme cover?

Start Date

End Date

6 FINANCIAL INFORMATION

How much grant are you applying for in total?

Is this application for a one-off grant? Yes No

Have you also applied for grants from other bodies?

Yes No

If yes, please give details below.

Name of body

Date Amount Requested

Approved yet? Yes No

Have you also applied for grants from other bodies?

Yes No

If yes, please give details below.

Name of body

Date Amount Requested

Approved yet? Yes No

Will this grant be matched by or draw in other funding?

Yes No

If yes, please give details:

.....

Before a grant can be awarded, we may need to have details of your financial position. Where possible please enclose a current financial statement/balance sheet in support of your application.

Tick appropriate boxes

6 FINANCIAL INFORMATION (continued...)

NOTES

Please give the name, address and telephone number of your Treasurer or Financial Advisor.

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7 COSTS SUMMARY

Please provide a breakdown of estimated costs.

Item	Costs (net of VAT)		
	Year 1	Year 2	Year 3
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.....
.....
.....
.....
Total

Can VAT be reclaimed by the applicant? Yes No

If no, add VAT paid by applicant

Total

This question is applicable only to site works:

Are these costs: an outline estimate a firm quotation

a lowest competitive tender

Please add any further comments on estimated costs.

.....

Please summarise all costs in this table, or provide a fuller description of costs on a separate sheet if needed. The years should be for financial years 1 April - 31 March. The information provided in this section will be held confidential between the applicant and PKCT, unless otherwise agreed.

For site works, in terms of eligibility for grant a maximum of 5% will be allowed for contingencies.

Please mark any costs which are the applicant's own labour. Normally, these will not be considered eligible for grant.

Note that the VAT liability falls upon the applicant, not the agent.

Tick appropriate box

PKCT will normally require competitive estimates to be obtained for work contracted out. Grant will normally be payable on the basis of the lowest estimate.

8 INCOME

NOTES

State any income which will be derived as a result of this project.

Amount One-off Annually

Description
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Tick appropriate box

For site-related grant applications, please provide a summary of income received from other facilities which are related to this application.

9 DECLARATION

To the best of my knowledge and belief, the information given in this application is correct.

Signature of applicant or agent.
.....

Date

Please note that work must not be started without the prior written consent of PKCT.

10 CHECKLIST

Please list any documents, plans or maps enclosed with this application.
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This application will be assessed by a PKCT Project Officer. This may involve a site inspection. An application may be approved, approved conditionally, or refused.

If it is approved, a letter of offer will be issued, and you may begin the scheme after acceptance. The offer may lapse if it is not accepted within two months of issue. If it is approved subject to conditions, then the conditions to be met will be made clear. An offer letter will be issued only when the proposal has been modified to meet the conditions.

The time taken to decide on the application will vary with its complexity. The assessment officer will advise on the time-scale.

FOR OFFICE USE ONLY

Acknowledged by

Date

Assessment Officer

File No

Applicant advised of time-scale

Date

Applicant advised of decision

Date

Please return completed form to: The Secretary, Perth & Kinross Countryside Trust, 2 High Street, Perth PH1 5PH.