

**Guidance & Essential Criteria for**

 **Community Organisations Applying for Participatory Budgeting (PB) Funding**

**£70,000 allocated across 4 localities and for capital projects only.**

**Introduction**

Community organisations can apply for Participatory Budgeting (PB) funding to support projects that align with the priorities of the 2024-2027 Community Learning and Development (CLD) Partnership Plan.

This funding aims to support projects that contribute to one or more of the following CLD priorities:-

1. Adult and Family Learning

2. Financial Inclusion (Cost of Living Support)

3. Youth Work

4. Community Development

**Who Can Apply?**

* Project proposals are invited from individuals, community organisations or voluntary groups who must run in one of our South Ayrshire localities and support local people.
* Both constituted and non-constituted groups (non-constituted groups may need to partner with a constituted organisation to receive funding.
* This process is **not** open to schools, but Parent Association/Pupil Councils may apply if the project does not cover core curricular activities.

**What Can Be Funded?**

Capital projects which must align with at least one of the four CLD priorities and demonstrate a positive impact on local communities.

**Adult and Family Learning**

PB funding can support initiatives that:-

* Improve digital skills for adults and families
* Provide opportunities for families to improve wellbeing

**Financial Inclusion (Cost of Living Support)**

PB funding can be used for projects that:

* Provide resources or initiatives that reduce the cost of living.

**Youth Work**

Funding is available for projects that:

* Provide safe spaces and activities for young people.
* Support mental health and wellbeing among young people.
* Encourage youth participation in sport and physical activity.

**Community Development**

PB funding can support projects that:

* Strengthen community connections.
* Improve community spaces and facilities.

**Guidance Notes to be used in conjunction with the Participatory Budgeting (PB) Application Form**

1. If you do not have a constitution/bank account, you can organise a host organisation, this **cannot** include South Ayrshire Council. This organisation will administer any awards made to your group, for example, if your application is for equipment, the host organisation can order and pay invoices on your behalf. **You must have this in place before submitting your application**, a host agreement form is available, and we will help you set out a clear agreement with your host organisation.
2. Each individual, group and organisation can submit **one** application. **This funding is not open to schools, but parent association/pupil council may apply but not for core activities.**
3. The maximum amount to bid for will be £2000and a minimum of £500. We are splitting the funding pot of £70,000 by population for each locality.
4. If your total project cost is more than £2000 you may also apply for part funding, but please provide details of other funding sources for your project.
5. The application submitted for each project will be published online on Your Area Your Voice Your Choice [Your Area Your Voice Your Choice](https://sac.communitychoices.scot/).
6. Can you please email the name of person applying, telephone number and email address to grants@south-ayrshire.gov.uk
7. Your project must start after date of award if successful and be **completed by 28th February 2026**.
8. The process must be fully open and transparent and comply with equalities legislation.
9. If the award cannot be used for the project outlined, please contact your External Funding Officer at grants@south-ayrshire.gov.uk in the first instance.
10. If the award is used for any other purposes without first speaking to External Funding Officer, you will be asked to pay it back.
11. Any items or equipment purchased with the award must remain the property of the organisation applying for the use in the locality.
12. Your project must fit within the identified priorities, the priorities are specified above.
13. All applications **MUST** be completed as stated in the online application form by Thursday 5th June 2025**. Any applications submitted after that time will not be accepted.**
14. Applications will be reviewed by members from the CLD partnership to ensure they fit within qualifying criteria**.**
15. We aim to advise groups by Friday 13th June 2025 if they are going through to the next round.
16. Anyone aged 10 and over living within the locality area is eligible to vote.

**Project Evaluation**

* All projects receiving funding will be required to carry out an interim and final evaluation form and show all expenses with relevant receipts.
* Where possible photographs of your project should be taken and produced as part of this process, please ensure that the relevant permissions are in place before doing so.