

Ayrshire Rural and Islands Ambition (ARIA) Fund



Community Asset Maintenance Fund Applicant Guidance

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V2 May 2025

1. Introduction

About the ARIA Fund

Welcome to the Ayrshire Rural and Islands Ambition (ARIA) Fund. The ARIA Fund empowers local communities to address their unique challenges. As part of the Scottish Government's Community Led Local Development (CLLD) programme, ARIA operates through a bottom-up decision-making process, with funding priorities and project selections determined by representatives from the local area who form the Local Action Group (LAG).

Fund Structure 2025/2026

Body	Role
ARIA Fund LAG	Leads the fund and makes all key decisions, including grant allocations
South Ayrshire Council	Acts as Lead Partner, administering funds and managing staff on behalf of the LAG.

About The Community Asset Maintenance Fund

Community buildings are a vital asset — they help create a strong sense of place and serve as a foundation for community life. But what about maintenance? The condition of many community buildings is often unknown, and when problems do arise, they tend to be more extensive — and costly — than expected, leaving communities facing pressure to secure the necessary resources.

The Community Asset Maintenance Fund supports the production of a property condition register (also known as a repairs register). This assesses the internal and external condition of the building and includes a costed schedule of repairs alongside a proposed maintenance plan with indicative dates for periodic upkeep (e.g., external decoration, gutter clearance, etc.). ARIA also offers a £2,000 a sinking fund to help finance repairs.

2. Pre-Application Engagement

All applicants must complete an Expression of Interest (EOI) on the ARIA website before submitting a full application. The **eligibility criteria** should be read prior to proceeding. Applications without this step **will not be accepted**.

Please complete and return the application form in **Microsoft Word** format.

3. Key Dates

- **21/05/25**: Fund launch
- **25/07/25** midnight: Application deadline.
- Early September- Applications assessed.
- Mid-September - Grant Award Letters issued.
Note: Projects must not incur spend before this point. Please do not schedule project activity before the confirmed start date.
- **28/02/26** – Final date for submission of claims.

4. Grant Specifications

4.1. Maximum Grant Size

- Grants of up to £9,000 are available for listed buildings, and up to £7,000 for non-listed buildings. This includes:
- A property condition register: up to £7,000 for listed/specialist buildings or £5,000 for non-listed buildings; and
- A £2,000 sinking fund to assist with future repairs and maintenance.

4.2. Intervention Rate

Applicants may request up to **90% of the total eligible project costs** (property condition register). A minimum of **10% match funding** is required from the applicant.

4.3. Match funding must:

- Account for at least 10% of the total eligible project costs.
- Be provided in cash (not in kind).
- Be secured at the time of application.

4.4. Grant Payments

Grants will be paid 50% upfront. The final 50% will be released upon project completion, subject to:

- Submission of valid cost evidence for the property condition register.
- Provision of a copy of the final property condition register.
- Fulfilment of all monitoring requirements.

5. Assessment

Applications will first undergo a technical check by ARIA Fund staff to assess eligibility, alignment with fund priorities, cost accuracy, submission of supporting documents, and other criteria.

Applications that best meet the fund's objectives will then be forwarded to the LAG for full assessment.

5.1 Eligible Area

The eligible area is rural and islands (Arran and Cumbrae) Ayrshire is defined by the [ARIA Eligibility Map](#)

Please enter the postcode of the community asset (building) into the search box at the top right-hand side of the map to check whether it falls within the eligible area.

5.2 Eligible Organisations

Community groups or third sector organisations with a constitution or incorporation and a community asset are eligible if they meet one of the following criteria:

- The asset is owned, either through a Community Asset Transfer or by other means.
- The asset is held on a long-term lease (at least 5 years beyond the project completion date), which confers responsibility for maintenance and repairs on the tenant. This clause should be clearly highlighted or referenced in a supporting document.

- Preference will be given to groups with a significant term remaining on their lease.
- Preference will also be given to groups that have a long-term action plan or business plan (5–10 years) into which the maintenance schedule can be incorporated.

5.3 Eligible Activity

The ARIA Community Asset Maintenance Fund covers supports two key areas of activity:

- A property condition register to create a register detailing the internal and external condition of the community asset. The property condition register should include costed recommendations for repairs and maintenance.
- A £2,000 upfront contribution to establish a sinking fund for future repairs and maintenance.

5.4 Ineligible Activity

The following costs are not eligible:

- Any expenditure incurred *before* the receipted return of the signed ARIA grant award letter (for successful applicants) — expected mid-September 2025.
- VAT that is reclaimable by the applicant.

6. Supporting Documents

The following supporting documentation should be supplied with your application, where applicable:

Document
Constitution/governing document *
Incorporation document if applicable *
Accounts *: latest year of accounts (audited/examined if thresholds are reached).
3 months' bank statements 3 months' bank statements (for the account the grant will be paid into and as close to the date of application as possible)
Evidence that match funding is in place.
VAT certificate where applicable.
Asset evidence: <ul style="list-style-type: none"> • Valid title deeds if the asset is owned. • Valid long-term lease (in place at least 5 years' post project completion) which clearly confers responsibility for maintenance and repairs on the tenant. • A statement or annotated copy of the lease highlighting the clause that confirms maintenance/repair responsibility.

* If applying with a sponsor/parent organisation, please provide both.

Letters of support:

To evidence the local support section of the application form, applicants may include **up to two** letters of support from relevant stakeholders, partners, or members of the local community.

ARIA Equal Opportunities Form

This form helps us understand how the ARIA Fund is supporting inclusive rural development. Responses will not be used to assess your application but may inform how we monitor and improve reach across Ayrshire.

