

## TOWN CENTRE CAPITAL FUND APPLICATION GUIDELINES

### BACKGROUND

The Town Centre Capital Fund is new Scottish Government funding allocated to each Local Authority area in Scotland. The funding aims to help stimulate and support place based economic investments which encourage town centres to diversify and flourish, creating footfall through local improvements and partnerships.

It is expected this fund should contribute to transformative investments which drive local economic activities and re-purpose town centres to become more diverse, accessible, sustainable and enterprising places.

### WHAT CAN THE FUNDING BE USED FOR?

Funding is available for capital projects only. This means funds for new buildings and facilities including their repairs or refurbishment, physical improvements to town centre areas, pathways and spaces also the purchase of equipment including IT equipment.

Projects will be expected to demonstrate how they link with the themes of the Town Centre Action Plan: <https://www.gov.scot/publications/town-centre-action-plan-scottish-government-response/>

- **Town Centre Living:** Encouraging more people to live in town centres.
- **Vibrant Local Economies:** Creating an environment supportive for business.
- **Enterprising Communities:** Community based activities and events which help to increase the health, wealth and wellbeing of town centres.
- **Accessible Public Services:** Creating and accessing public facilities and services including sustainable travel and transport hubs.
- **Digital Towns:** Exploiting digital technology and promoting Wi-Fi infrastructure to enable access to information, data analytics, marketing opportunities, branding, and communication with the wider world.
- **Proactive Planning:** Sustainable, low-carbon and connected places which promote natural and cultural assets, designed in partnership with local communities and key stakeholders.

### HOW MUCH CAN I APPLY FOR?

Midlothian has been awarded a total amount of £910k.

There is no minimum or maximum funding awards, however due to the nature of the funding, we expect requests for funding to be over £10k.

There is no requirement to provide match funding however projects that are able to maximise funding by securing additional financial contributions will be considered favourably. In-Kind donations will also be considered.

Funds must be spent by 31/03/2020. Definition of "spent" is when construction work has started or contracts signed. The delivery of all works must be completed by 30/09/2020. Any unused funds will be reclaimed by Scottish Government.

## **WHO CAN APPLY**

Applications will be welcomed by local authority departments, public sector groups, charities, community, third sector, social enterprises and business groups/networks. Whilst Midlothian Council holds the funding, Council led applications will be submitted and assessed within the same framework as external applications.

Projects will be required to show evidence of consultation, collaboration and partnership working between community, business groups and relevant stakeholders as appropriate.

## **APPLICATION PROCESS**

Applicants should submit an Expression of Interest Form. This will capture basic details on the project, what you want to deliver, the partners you are working with and how much funding is requested.

Expressions of interest (EOI's) will be assessed by a panel who will determine if applications should progress to the next stage. Successful EOI's will be invited to progress to a 2nd stage application which will capture more detail of the project including detailed costs and what the outcomes or impact of the project will be.

## **FURTHER SUPPORT**

Scotland's Towns Partnership provide a range of information, research, guides and toolkits which may help you in your application or provide inspiration. <https://www.scotlandstowns.org/>

Applicants that are invited to progress to a stage 2 application process will also be provided with council officer support to help progress their project idea.

## **APPLICATION TIMESCALES**

- Expression of Interest to be submitted by 12pm Friday 28 June 2019.
- 2<sup>nd</sup> Stage Application to be submitted by 12pm Friday 30 August 2019.
- Recommended Projects prepared for Council Decision 10 September 2019.
- Project decision 1 October 2019.