



# GETTING SUPPORT FOR YOUR COMMUNITY ASSET TRANSFER

## Community Asset Transfer

The Community Empowerment Act 2015 gives certain types of community groups the right to request to take over the management or ownership of public assets, including buildings and land.

This can be a rewarding but also very challenging process. If your community group is considering making a Community Asset Transfer (CAT) request to Midlothian Council or any other public agency, it's important to know who to turn to for support.

## Midlothian Voluntary Action and Social Enterprise Alliance Midlothian

Midlothian Voluntary Action is a charity based in Dalkeith. Our purpose is to support and represent community and voluntary organisations working for the benefit of Midlothian's residents. This includes offering guidance and support with governance, funding, project planning, community engagement and other issues.

As part of MVA, Social Enterprise Alliance Midlothian works specifically to promote and support social enterprise and greater financial sustainability, for both new organisations and to established ones that are looking to move away from reliance upon traditional grant funding.

## Community Asset Transfer: How Can We Help You?

If your group wants to submit a CAT request, you will have to supply a lot of information to ensure that you are eligible for consideration and that your plans for the asset are deliverable, sustainable over the long-term and will deliver benefits to the community. MVA and SEAM can help you with this.

- **Governing documents:**

We can review your governing document (constitution or memorandum and articles of association). We can provide initial assessments of governing documents and provide feedback about the process for making any required changes.

We can also provide a level of one to one support in re-drafting any governing documents. In cases where changes are more complex – for example where a change of legal structure may require the transfer of existing properties or other assets—we will signpost you to legal advice or other specific services.

- **Initial project feasibility and planning:**

We can meet with you at the earliest stage as a 'critical friend', to bring expertise about the potential feasibility of your ideas, the processes you will have to go through, and possible options for funding/investment. This may help to manage expectations in some cases.

- **Business plans:**

We can give you a template for a business plans and guidance about how to complete this. For more in-depth business planning support or consultancy, we will signpost you to relevant providers and support you with any applications for funding you may need for the planning and feasibility stages of your project.

- **Signposting and referrals**

We can signpost and/or refer you to a range of other national support agencies, who will work collaboratively with us to support the project as required. These may include [Community Ownership Support Service](#), [Just Enterprise](#), [Social Enterprise Scotland](#), [Community Enterprise](#), [Community Shares Scotland](#), or others depending on the nature of the project.

- **Funding/investment**

We can support you to identify appropriate sources of funding and investment, and will provide you with feedback on draft funding bids to ensure the best chances of success.

- **Networking/local knowledge**

We can provide you with intelligence and information to enable them to ensure they are developing strong working partnerships and collaborations.

- **Capital projects guidance**

We can provide an introductory level of guidance about the processes required in undertaking a capital project, and ensure you have access to more in-depth guidance and advice through COSS or other providers.

**All of our support to you is FREE of charge.**

**Contact MVA and SEAM:**

Tel: 0131 663 9471

Email: [info@mvacvs.org.uk](mailto:info@mvacvs.org.uk)

Drop in by appt: 4/6 White Hart Street, Dalkeith EH22 1AE (Monday-Thursday)