**Visit Inverness Loch Ness Community Tourism Development Grant Application**

**Section 1: Contact Details**

|  |  |
| --- | --- |
| Name: |  |
| Contact Telephone: |  |
| Contact Email: |  |
| Applicant Organisation: |  |
| Address  | Postcode:  |
| Alternative Contact: (Name, Phone, Email) |  |
| Website (if available): |  |
| Project Name (optional): |  |
| Project Location (please include postcode): |  |
| Total cost of project: |  |
| Grant requested: |  |

**Section 2: Project Details**

Please make sure you have read the brief before completing this form. This funding is specifically for organisations or groups working with communities provided, you are not-for-profit and are formally constituted. The fund is **not** open to businesses. The aim of the fund is to improve community tourism development in the Visit Inverness Loch Ness destination. To be eligible for funding your project must address at least one of the following:

* Improve signage (e.g., local trails, cycle routes, village / town centre etc.)
* Promote and support community festivals and events (e.g., marketing)
* Improve visitor experience (e.g., visitor information, local infrastructure, sustainability etc.)
* Renewable energy (towards installing renewable energy measures e.g. solar panels, heat pumps etc.)

Please give a summary of your project and how it meets the above criteria, please also outline a draft project delivery plan.

Project Summary: Max 750 words.

Projects must be completed within six months of grant payment. Reporting will be required at this point, VILN will be in touch two months prior with a report template. Please incorporate our name, logo, website URL and QR code into any marketing in support of the project as well as any other project material (e.g. signs, boards etc.). Exceptions may apply, please contact us for any questions regarding this.

**Section 3: Project Budget**

**3.1 Please give details on your main items of expenditure, including any match funding and whether this is a confirmed price or estimate.**

|  |  |  |
| --- | --- | --- |
| **Budget Heading** | **Details / Name of Funder** | **Amount £** |
| *Match Funding* | *SSE Community Fund* | *£10,000* |
| *Signage* | *Signage for town centre* | *£2,000* |
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|  |  |  |
| **Total match funding**  | **£** |
| **Community Grant requested**  | **£** |
| **Total project cost**  | **£** |

**3.2 Will the project involve “in kind” support?**

|  |
| --- |
|  **Yes/No (Please delete as appropriate)** **If yes, please detail:**  |

**Section 4 – Bank Details**

|  |  |
| --- | --- |
| **Name of Bank** |  |
| **Address****Postcode** |  |
| **Title of Bank Account** |  |
| **Account Number** |  |
| **Sort Code** |  |
| **Please list everyone who can authorise transactions from the accounts.**  |
| **Name** | **Position on Organisation**  |
|  |  |
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**Section 5 – Supporting Documentation**

**5.1 Please provide the following along with your application:**

* Permissions – planning, consents, licences etc.
* Confirmation of match funding letters
* Evidence of land ownership or lease
* Redacted bank statement
* Certificate of registration/constitution (or equivalent)

**5.2 Signature**

Please provide a signature from the main applicant, equivalent authorised signatory – the person signing this application has the authority within the organisation to apply for grant funding. They declare that the information in this application is correct to the best of their knowledge and have read the application brief. Signatures can be hand signed or digital if it’s emailed from the signatory.

|  |  |  |
| --- | --- | --- |
| Signature: | Print: | Date: |

Please send completed applications to bryony@visitiln.com by 9am Monday 28th February with subject header VILN Community Tourism Development Grant.