

**For Office use only**

Reference Number:

Award Offered:

Level of grant aid:

## Application Form

# Community Outdoor Access Grant Scheme

For groups and organisations seeking support to develop community-based access works.

Before completing this form, please take time to read the Guidance Notes provided. Please complete in BLOCK CAPITALS and black ink.

### Part One: Contact Details

Applicant organisation

Name of main contact in organisation  
(Title, Forename and Surname)

Position held within organisation

Contact address including full postcode

Daytime telephone

Evening telephone

E-mail address

## Part Two: Organisation Details

Please provide an outline of the main activities of the organisation.

Please outline any previous experience of delivering similar works.

Is the applicant group part of a larger organisation? Please provide details.

## Part Three: Works Details

Title of works :

Location of works:

OS Grid Reference (if appropriate/available):

Works start date:

Completion date:

Please tick which of the following themes that your works relates to? Please see guidance note A.

- Links to Economic Prosperity
- Quality of Life
- Routes to Environmental Regeneration

Please outline the main purpose of your works. See guidance note B.

Please outline how this will benefit the community. See guidance note C.

Please outline any evidence of community support for the project and any consultation that has been/will be undertaken. See guidance note D.

Please outline the arrangements made/proposed for the future maintenance of the project. See guidance note E



**Part Four: Conditions of Grant Scheme**

1. No work shall commence in advance of approval of the application.
2. Grant monies shall only be used for the purposes detailed within the grant application, unless any alterations to the project or level of funding are specifically requested in writing and approved by North Ayrshire Council (NAC).
3. Applicants accept grant monies will be paid in arrears on receipt of proof of expenditure and implementation.
4. Applicants shall be required to acknowledge NAC in any publicity materials produced in relation to the works.
5. Applicants shall carry out all necessary consultation and secure all necessary consents pertaining to the works prior to commencement of the works.
6. Applicants accept that NAC under this scheme are not liable for any actions/claims/demands/costs/expenses that arise out of or in connection with the works.
7. Applicants must exercise reasonable care in the design and construction of the works, and will be responsible for obtaining professional advice and third-party liability insurance wherever reasonably required.

**Declaration**

On behalf of, and as authorised by:  
(Insert name of group) .....

I confirm that the above application is made in accordance with the objects of the scheme, that it acknowledges the processes and conditions and that the enclosed copy of the above organisation’s constitution document/scheme is current:

Printed name .....

Date .....

**Checklist**

- Copy of applicant organisation’s most recent constitution /scheme
- Copy of the organisation’s most recent audited accounts
- Written evidence of landowner agreements

Once completed please return with appropriate documentation to:

**The Access Officer  
Planning Services  
Cunninghame House  
Irvine  
KA12 8EE**