

# BUCHAN AREA COMMITTEE

# PROJECT GRANT SCHEME 2025/2026

## **Application for Assistance**

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| Name of Organisation |  |
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| Contact Name |  |
| Position in Organisation |  |
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| Address  (including postcode) |  |
|  |  |
| Telephone Number |  |
|  |  |
| Email Address |  |

**Applicants are encouraged to discuss their project with a member of the**

**Buchan Area Managers Team prior to submitting the application form**

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| Tell us about your organisation  *(Please include details of your legal structure, aims and purposes, membership and evidence that the organisation has the right level of resource, skills, and capacity to deliver the project)* |
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| What is your organisations total income for the most recent full financial year? | £ |
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| What is your organisations total expenditure for the most recent full financial year? | £ |
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| Please estimate how many months of unrestricted reserves your organisation has available?  You can use the formula below to calculate this:  Unrestricted Reserves  Annual Expenditure / 12 | £ |

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| Tell us what would you like to do with the funding?  *(You should describe all the activities you want to carry out, services you will provide and identify who will benefit)* |
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| Tell us about the need and support for your project?  *(Who have you engaged with and what did they say)* |
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| Tell us how your project will be sustained in the future?  *(If you are delivering a service, describe how you will continue to deliver this service after the grant has finished? If you are delivering a capital project, do you have a maintenance plan?).* |
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| Please explain how the project will deliver positive benefits.  *(Will this grant help you: attract funds or other support from additional sources, support economic growth, regeneration and rural development?)* |
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| What is the total project cost? ***(****The cost of everything related to your project, even the items or activities you aren’t asking us to fund)* | £ |

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| Please tell us the costs of each item or activity you would like us to fund  *(If VAT registered, costings should exclude VAT, if not registered include the VAT):* | | |
| **Item / Activity** | **Total Cost** | **Amount Requested from Area Committee Grant** |
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| **Total** |  | **£** |

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| Please provide details of the total funds raised for your project to date and the amounts raised *(include grants, your own fundraising activities and donations)* | | |
| **Source** | **Amount** | **Date confirmed** |
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| **Total** |  | **£** |

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| Other funding applied for: *(give details of the amount(s) and source(s) as appropriate –*  *in particular Aberdeenshire Council sources)* | | |
| **Source** | **Amount** | **Date confirmed** |
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| Please tell us the total value of public funding received over last three financial years. (you should declare the total value received by your organisation since 2022-23). | £ |

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| **Will your project be complete by 31st March 2026?** |  |
| If you answered no, can your project be delivered in phases and if so please explain how this can be done? | |
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| Give details of how your project meets the requirements of the Equality Act 2010 ensuring that it will be inclusive and not discriminate against any members of your community |
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| For projects taking place on a site, do you own or control it? Please indicate if you have a lease agreement for the site and how long the lease has left to run.  *(A letter of comfort may also be accepted as adequate consent in certain circumstances).* |
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| **Applicant Declaration: -**  **I certify that the information contained in this application is correct, and that I am authorised to make the application on behalf of the above group.**  **I understand that decisions made by the Buchan Area Committee are final.**  **I understand that the information given within this application will go into the public domain** | |
| Name  (Please print) |  |
| Signature |  |
| Date |  |

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| **Checklist – please attach the following items** | |
| Constitution or Memorandum & Articles of Association |  |
| Your most recent verified accounts |  |
| Two most recent bank statements |  |
| Quotes / Specifications |  |

Please email your application to – [buchan@aberdeenshire.gov.uk](mailto:buchan@aberdeenshire.gov.uk)

(The deadline for the first round of applications is Sunday, 1st June 2025, with remaining funds being subject to a second call and a deadline for applications of Sunday, 24th August 2025.)

**If you require further information or to discuss your project please call**

**01467 530917**

**Please Note** - A condition of any award made will require successful applicants

to provide a short verbal report and create a video/take photos of their project;

with a representative of the group then being invited to share the video/photos at

a virtual ‘Celebration of Success’ event to be held in March/April 2026

If you need inspiration or want to find out about some of the projects the

Buchan Area Committee has already funded visit BDP’s Facebook page –

<https://www.facebook.com/buchandevelopmentpartnership>