

# Community Asset Transfer

## Stage 1: Expression of Interest

Dumfries and Galloway Council is committed to Community Asset Transfer ('CAT') where that will bring benefits to our local communities. All Community Transfer Bodies (CTBs) wishing to apply for an asset through Dumfries and Galloway Council's Community Asset Transfer Procedure should complete this application form.

Completion of this form opens engagement with the Council and allows us to allocate support to your group via our local Ward Officers who work closely with local partners. When you express an interest we will provide you with a local point of contact and support and advice help you work your way through all aspects of the asset transfer process.

The formal asset transfer process can involve detailed business planning and it is important that groups receive good advice prior to this stage. Stage 1 is a pre application stage to allow groups to consider fully what is required in the business plan which forms the basis of the formal asset transfer request. If your group wishes

If your group wishes to apply for an asset through Dumfries and Galloway Council's CAT process, please complete this expression of interest form and send to the Community Development and Empowerment Manager (contact details below).

### **Community Development and Empowerment Manager**

Communities Directorate  
Dumfries and Galloway Council  
Municipal Chambers  
Buccleuch Street  
Dumfries  
DG1 2AD

Tel: 030 33 33 3000

Email: [CommunityAssetTransfer@dumgal.gov.uk](mailto:CommunityAssetTransfer@dumgal.gov.uk)

**1. Please provide details of the organisation making the application**

Name of Organisation	<input type="text"/>
Address of Organisation	<input type="text"/>
Telephone Number	<input type="text"/>
E-mail Address	<input type="text"/>

**2. Please provide your contact details**

Your Name	<input type="text"/>		
Contact Address	<input type="text"/>		
Telephone Number	<input type="text"/>	Fax Number	<input type="text"/>
E-mail Address	<input type="text"/>		
Position in the Organisation	<input type="text"/>		

**3. Structure of the organisation**

What type of organisation are you?	<input type="text"/>		
Do you have a formal constitution, governance document or set of rules?	Yes <input type="checkbox"/>	No	<input type="checkbox"/>

**4. What is the structure and purpose of your organisation?**

How many people are involved in your organisation, ie:-

Management Committee	<input type="checkbox"/>	Paid part-time staff	<input type="checkbox"/>	Paid Full-Time Staff	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
Others	<input type="checkbox"/>	Please provide details of other posts below					

<input type="text"/>	
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When was the organisation established?	<input type="text"/>
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**5. Please tell us about the asset (building or land) you are interested in**

Name of Asset	<input type="text"/>
Address of Asset	<input type="text"/>

Type of transfer you are interested in (transfer of ownership or leasing). If leasing, what length of lease is required?

<input type="text"/>
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**6. Please use next page to tell us, using no more than one side of A4 paper**

**A. What do you want the asset for?**

**B. What benefits will this bring to the local community?**

<b>Signed</b>	<input type="text"/>	<b>Position</b>	<input type="text"/>
<b>Name</b>	<input type="text"/>	<b>Date</b>	<input type="text"/>

Completed applications should be emailed to [CommunityAssetTransfer@dumgal.gov.uk](mailto:CommunityAssetTransfer@dumgal.gov.uk)

Or by post to:

**Community Development and Empowerment Manager**

Communities Directorate

Dumfries and Galloway Council

Municipal Chambers

Buccleuch Street

Dumfries

DG1 2AD

