

The Guidance and Criteria for the Summer of Cycling Events Fund

Introduction

The Summer of Cycling Events Fund has been introduced to strengthen and enhance cycling events already planned to take place between 13 May and 3 September 2023.

The aim of the Fund is to make cycling as enjoyable and accessible as possible to all members of our community and to visitors to Dumfries and Galloway.

Any grant awards made by the Fund will be made in the light of the immediate benefits derived from the grant support and the longer-term sustainability of the project.

Eligibility Criteria

The Summer of Cycling Funding Programme is open to the following organisations:

Registered businesses; charitable organisations; Community Interest Companies and Social Enterprises; partnerships; constituted community groups. Applicant organisations must have a bank account in the name of the organisation.

Eligible project costs can include:

- Temporary staff costs
- Equipment hire
- Marketing costs
- Performers fees and travel costs
- Venue hire
- Licencing and road closure costs
- Design and print costs for event brochures or related cycling and arts projects
- Picnic boxes and other forms of events catering if this is to be offered at subsidised or no cost to the public – and the wholesale costs of these purchases from local business/es is reduced
- Consultancy support around public health safety, risk management and health and safety
- Website costs and customer relationship management costs if they are related to the event's promotion, public health advice and updates, sustainable travel options and regional tourism and shop local campaigns

The Fund will not support the purchase of capital equipment for the event.

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Definition of Festival or Event

A festival or event can be defined as a special programme of themed activities that takes place separately to normal ongoing sports, cultural, community or heritage programmes. They may be held annually but are confined to a limited amount of time. The Fund will only provide grant-funding for cycling or cycling and the arts events that take place between Saturday 13 May and Sunday 3 September 2023.

The Fund's Criteria

1. Any cycling event or cycling and arts event that is taking place between 13 May and 3 September 2023 can apply for funding of up to £2,500 from the Summer of Cycling funding programme.
2. The Fund has been established to support and help develop grassroots cycling events across Dumfries and Galloway, and cycling events that can demonstrate that they are encouraging new and improved access to cycling from all members of the community will be a priority for funding support.
3. Any project proposals that extend your event's ability to promote inclusion through cycling are particularly welcome.
4. Any cycling project that has already received Council funding through the Major Events Fund 2023/2024 is not eligible to apply for Summer of Cycling funding.
5. Only cycling events that were clearly being planned for this period are eligible to apply – the Summer of Cycling Fund will not be used to stimulate new cycling events to take place within the season.
6. The Summer of Cycling Funding programme can provide grant-funding support of up to 50% of your total revised project budget, capped at £2500. This must be a cash budget, the Fund will not match-fund value in kind contributions to your event unless it is cash or clearly valued sponsorship.
7. Funded organisations agree to take part in joint marketing activities to promote the event through the Summer of Cycling marketing initiative.
8. Regularly programmed cycling ride-outs or other similar events will only be funded if there is a surplus in the budget.
9. The deadline for submission of applications is 5pm on Friday 14 April.
10. The panel that will consider all applications comprises representatives from the Council, the South of Scotland Destination Alliance, cycling interest groups in Dumfries and Galloway and the region's cultural sector.
11. Successful applicants are requested to refer to the Council's Greener Events Toolkit to assist with the sustainable planning of your event.

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What are the Conditions?

There are a number of conditions that need to be considered before submitting an application:

- Your event cannot have started before your grant is awarded.
- Online events or events planned to have a significant online programme are ineligible to apply.
- Your application cannot include 'in-kind' contributions as part of the 50% or more contribution your organisation allocates from its own funds for the festival or event.
- Late applications will not be accepted for the Fund.
- The decisions reached by Dumfries & Galloway Council regarding grant awards will be final and no correspondence will be entered into.
- Any form of lobbying in support of applications made to Councillors or Dumfries & Galloway Council staff is strictly prohibited.
- A copy of your organisation's Constitution and most recent annual certified accounts are required with your application to ensure your project meets the governance requirements of the Council.

The Scoring Criteria

Applications will be evaluated by the funding panel on the following criteria:

- The overall quality of your project
- The additional benefits you are seeking to provide by securing Summer of Cycling Events Fund grant support
- Evidence of community support for your event
- Your project's ability to attract participants and visitors
- Your project's ability to attract new cyclists, or people who may find cycling inaccessible to them
- Your project's ability to market your event