

Cycling and Walking Promotion grants:

Application guidelines:

The aim of the Cycling and Walking Promotion Grant scheme is to provide funding to projects that will do one or more of the following:

- Encourage new cyclists
- Encourage people to walk or cycle more often, particularly as an alternative to car use
- Promote safer cycling and/or walking
- Reduce cycle theft

Any application must meet the criteria set out below:

- The application is submitted by a group with a clear structure and bank account, and not an individual;
- The aims of the project are clearly defined;
- The project has been realistically costed;
- The project represents value for money.
- The ways in which the project will be monitored and evaluated have been considered; and
- The cost of the project is not more than £5,000.

City Council funding will be awarded to well-managed organizations or groups who we feel confident will:

- Deliver the project for which they are applying;
- Manage, account for and report on the use of public funds efficiently, transparently and accurately
- Ensure that all of the people involved in the work are supported and protected by robust and appropriate operating procedures, policies and insurances.

We will not fund:

- Organisations which operate for private or personal gain

- Projects which promote *any political parties or are involved in party politics*
- Organisations with free reserves but no adopted reserves policy on their management or use
- Organisations without a bank account
- Organisations which have previously received a City Council grant but who have failed to return monitoring and evaluation or other information requested in connection with the grant
- Organisational overheads or core costs.

Repayment of grant funding

Any grant money not spent for the purpose allocated, or within the agreed timescale, will need to be repaid. Any concerns with the appropriate spending of grants must be discussed with the Walking and Cycling Officer as soon as possible.