

# Sustainable Transport Innovation Grant Fund: Guidance for Applicants

## 1 Key Dates and Deadlines

Active Travel Innovation Grant opens	Tuesday 8 <sup>th</sup> May 2018
Submission of Application deadline	Sunday 17 <sup>th</sup> June 2018
Feedback to applicants	Friday 29 <sup>th</sup> June 2018
Grant agreements issued and projects commence	Friday 6 <sup>th</sup> July 2018

## 2 Background

Isle of Wight Council has secured £1.35m funding from the Department for Transport (DfT) Access Fund for Sustainable Travel (the Access Fund) to deliver a series of sustainable transport projects and interventions between 2017 and 2020. The funding builds upon previous DfT investment on the Island through the Local Sustainable Transport Fund (2012-2016) and the Sustainable Travel Transition Year (16/17) programmes.

The key focus of the sustainable transport investment is to achieve targeted levels of travel behaviour change amongst residents accessing employment, skills, training and education, and to inspire more sustainable visitor travel.

The programme has the following objectives:

- Work with tourism businesses to grow the value of the visitor economy, and embed active travel into visitor experiences;
- Normalise walking and cycling to work and transform access to employment opportunities for jobseekers and apprentices;
- Improve the health and wellbeing of young people and their families through education and community engagement

The full Isle of Wight Council Access Fund application is available to view via the link below:

[www.iwight.com/azservices/documents/1190-Access-Fund-Application-Form.pdf](http://www.iwight.com/azservices/documents/1190-Access-Fund-Application-Form.pdf)

## 3 Funding

As set out in the application, Isle of Wight Council is investing in innovative travel grants with £27,100 available in 2018/19.

The purpose of the grant is to support organisations which seek to deliver their own projects which contribute to the continued growth of active and sustainable transport on the Isle of Wight.

Organisations are invited to bid for a maximum of £10,000 per application for projects which:

- Support the Isle of Wight Council Access Fund objectives;
- Unlock potential for increased active and sustainable transport on the Island;
- Embrace innovation; proposals which seek to develop a new concept or idea are likely to be weighted above those which expand an existing initiative;

Please note that:

- The type of funding available through this competition is revenue funding. No capital funding is available.

- Applicants are expected to contribute 100% match funding to the overall project costs. Match funding can be capital or revenue funding, and can include monetised 'in kind' support.
- This Sustainable Transport Innovation Fund is separate to the Customer and Communities Improvement Fund (CCIF) managed by South Western Railway. The CCIF will reopen for applications in summer 2018.

## How to apply

The application requires the completion of an online application form, available on the Isle of Wight Council website. Accessible via the link below:

[www.iwight.com/sportsunit](http://www.iwight.com/sportsunit)

The key information required on the application form is as follows:

- **Your Organisation**

In this section we require information about the organisation applying for the grant, as well as details of an appropriate contact person whom would be responsible for all future correspondence.

- **Description of Proposed Idea**

Use this section to explain your project, we encourage you to try and express your idea clearly and explain what you will do to achieve your aim. Applicants will be required to evidence the demand for their project, the project outputs and outcomes, and how the project will continue beyond the funded period.

Applicants are also required to provide a project plan setting out the key milestones relating to project delivery. An example project plan is available to download from the relevant section of the online application form.

- **Finance**

Use this section to outline your total project cost and breakdown of expenditure, excluding recoverable VAT.

Be mindful that your project must be 100% match funded and a maximum of £10,000 grant can be awarded in 18/19.

- **Declaration**

By submitting the application, you are confirming that the information given is complete, and that you are actively engaged in this project and are responsible for all future correspondence. It is essential that you tick the box or the application will be rejected.

You should discuss your proposals with your own organisation as well as those who will be required to co-operate in the project. This should be done before submitting your application.

The online application can be saved and edited during completion. Applicants must ensure that all sections are completed in full; incomplete applications will not be considered.

## Assessment

Once the application deadline is reached each application will be assessed.

The assessment will be in two parts.

- Part 1: applications are reviewed to ensure they are complete and that they meet the funding objectives.
- Part 2: eligible applications are evaluated by a panel, using a transparent evaluation methodology which will be applied consistently across all applications.

All applicants will be notified of the results of the assessment on **Friday 29<sup>th</sup> June**.