



COASTAL COMMUNITIES FUND BUCHAN
SMALL GRANTS FOR EVENTS 2024-25
Application Form

(Applications can be submitted up to Sunday, 2nd February 2025 or until the grant fund is fully committed)

SECTION 1: Contact Details

Name of Organisation/Group	
Contact Name	
Position	
Address (including postcode)	
Telephone No	
Email address	
Please enter Treasurer's details below (if different from contact above)	
Name	
Address (including postcode)	
Telephone No	
Email address	

SECTION 2: Details of the Event

2.1 Please provide details of your event below:

2.2 Outcomes: Please outline the difference this event will make in your local community:

2.3 Community Support: Has this event been identified and prioritised by the community through specific engagement and/or consultation events?

Yes No

If yes, please provide further details:

2.4 Is this a new or an existing event? Please provide details:

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2.5 How many people are likely to benefit from the project?

- Less than 20 21-50 51-100 whole community

2.6 Does the event demonstrate partnership working? Please give details of any other groups/partners that are involved:

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Aberdeenshire Council is committed to promoting positive attitudes, equality and diversity and eliminating discrimination, harassment and victimisation for people with protected characteristics.

2.7 Is your project aimed specifically at any of the following protected characteristics?

- | | | | |
|----------------------------|--------------------------|-----------------------|--------------------------|
| Sexual Orientation | <input type="checkbox"/> | Pregnancy & Maternity | <input type="checkbox"/> |
| Age | <input type="checkbox"/> | Race | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> | Sex | <input type="checkbox"/> |
| Religion/belief | <input type="checkbox"/> | Gender reassignment | <input type="checkbox"/> |
| Marriage/Civil partnership | <input type="checkbox"/> | | |

SECTION 3: Project Cost

Total cost of project	
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Amount requested (maximum of £1000)	
Breakdown of cost	

3.1 Previous funding from Aberdeenshire Council: Have you received Aberdeenshire Council funding within the past three years? If so, please state the project and the amount received.

Project	
Amount claimed	

3.2 Other funding. Please provide details of any other sources of funding applied for and the amount secured. Please include any funding you are contributing yourselves.

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Events that are awarded funding must take place and grant claims must be made by the end of the financial year.

SECTION 4: Organisation Finance

Please submit a copy of your most recent independently examined accounts (bank statements are not sufficient).

Signature	
Position	
Date	

Please return the completed application form and any supporting documents to:

Area Manager (Buchan)
Buchan House
St Peter Street
PETERHEAD
AB42 1QF

Telephone: 01467 533244

Email: buchan@aberdeenshire.gov.uk

Please check that you have included the following documents:

The application form	<input type="checkbox"/>
A copy of the group's Constitution, or Memorandum and Articles	<input type="checkbox"/>
A copy of the most recent independently examined accounts (bank statements are not sufficient)	<input type="checkbox"/>

GUIDANCE NOTE AND CRITERIA

PLEASE READ CAREFULLY WHEN COMPLETING YOUR APPLICATION

This grant fund recognises that events in coastal communities contribute to the Coastal Communities Fund theme: develop the coastal economy and sustainable tourism.

Events may also link to different themes depending on their purpose. The other themes are:

- Support the development of active travel routes along, to and from the coastline
- Create or enhance community, leisure, and recreational facilities
- Safeguard, restore, or enhance the coastal environment

For example, an event to launch a new path or open a new facility in a coastal location could be eligible.

Applications will be assessed on a first come first served basis as Buchan Area Team receive them. The grant fund will close no later than Sunday 2nd February. If the grant fund is fully committed before this date, it may close early.

Section 1: Contact Details

Please ensure this section is completed in full and that a copy of the group's Constitution or Memorandum and Articles is attached along with a copy of the most recent independently examined accounts.

The Privacy Notice for this fund can be found here: [Buchan Coastal Communities funding privacy notice - Aberdeenshire Council](#)

Section 2: Details of the Event

2.1 Event Plan

Please provide details of the event, start and finish date, any key milestones and any key risks such as what will happen if additional funds cannot be secured.

2.2 Outcomes

Please detail the outcomes the event aims to achieve and explain the difference this will make to their local community.

2.3 Community Support

Please include evidence of need and strong community support for the event.

2.4 Is this a new or an existing activity?

If this is an existing event, please include information about the outcomes already achieved by previous events, number of years in existence, etc.

2.5 How many people are likely to benefit from the project?

Please give an indication of the number of people who will benefit from this event. This may include people who attend or volunteers or groups and organisations taking part.

2.6 Does the event demonstrate partnership working?

Does your event involve other groups or partners?

2.7 Is your project aimed specifically at any of the following protected characteristics?

Everyone is protected by the Equality Act. Every person has one or more of the protected characteristics, so the Act protects all of us against unfair treatment.

Please indicate if your project is specifically aimed at promoting positive attitudes, equality and diversity and eliminating discrimination, harassment and victimisation in any of the nine protected characteristics.

Section 3: Project Costs

Please ensure all sections are complete.

Up to a maximum of £1000 per application is available.

A closing date of Sunday, 2nd February 2025 has been set, though the fund may close early if it is fully committed.

Payment will be made retrospectively on evidence of payment such as receipts/ receipted invoices, or invoices and supporting bank statements.

Payment will be made by BACS transfer to a group's bank account.

The grant awarded must be spent, and evidence sent to the Area Manager's Office, by 31st March 2025.

3.1 Funding from Area Committee

Please give details of any Aberdeenshire Council funding you have received in the past three years.

3.2 Other funding:

Please give details of other funding you have applied for. The project may not be eligible for funding if the balance is not in place. You should note any funding you are contributing from your own resources or fundraising.

Section 4: Organisation Finance:

Please submit a copy of your most recent independently examined accounts (bank statements are not sufficient) and ensure the application is signed by one of the group's office bearers.

Additional Information

This scheme will be advertised widely by the Area Manager's Team.

Determination of the applications is delegated to the Buchan Area Manager.

Eligibility is limited to constituted groups; should your group not be constituted an approach could be made to your local Community Council to seek their support. Applications which are solely or substantially for individual benefit will not be considered.

If any additional assistance or guidance is required, please contact:

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