**Road Safety Framework Fund**

**Funding Application Form**

**Fully completed application forms should be returned to** **roadsafety@transport.gov.scot**

[Scotland’s Road Safety Framework to 2030](https://roadsafety.scot/scotlands-road-safety-framework/wp-content/uploads/2021/05/Road-Safety-Framework-2030-May-2021.pdf)

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| **Road Safety Framework Fund Application**  |

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| Name of Applicant(s) |  |
| Name of Applicant(s) Organisation |  |
| Contact E-mail Address  |  |
| Contact Phone Number |  |
| Details of Initiative |
| Name of Initiative |  |
| Location(s) of Initiative  |  |
| Note: Initiatives should run over a 12 month period with payments being made quarterly, please provide an indicative start and end date which will be updated on funding approval.  |
| Provisional Start Date  |  |
| Provisional End Date  |  |

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| **Provide details of your initiative, main aims, objectives and milestones.** |
| Note: Provide an overview of your initiative, highlighting the main aims, objectives and milestones. i.e. increase knowledge on Safe System by setting up four awareness sessions over a twelve month period, reaching at least 200 participants in each session and gaining feedback to develop next steps.  |
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| **Delivery Partners**  |
| Note: Provide details of delivery partners/organisations involved and their function (organisations must be aware of their involvement and agreed to take part). |
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| **Sustainability** |
| Provide details of how the initiative will continue post-Road Safety Framework funding. |
| Note: Initiatives should be seen as long term and not one off – if evaluated positively roll out to other areas should be considered. |
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| **Framework Funding and Resources** |
| Note: Match funding of 50% is generally requested to maximise the spread of RSF funding available, however all initiatives will be considered on their own merits in delivering the RSF 2030.\*Please note that all funding provided is resource only spend. |
| Amount of RSF Funding Requested  | £0.00 |
| Amount of Match Funding you will be providing | £0.00 |
| Total Amount of Funding | £0.00 |
| **Breakdown of Project Expenditure** list the eligible expenditure your project will incur |
| Eligible Expenditure Items | Amount £0.00 |
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| Total Amount  |  |
| Note: All ineligible cost will be considered alongside the sustainability element of your application. i.e. if you require funding for a member of staff, will you be able to independently fund beyond the end of RSF funding. |
| **Examples of Ineligible costs**:* Routine activity – normal day to day duties.
* Reclaimable Value Added Tax.
* Organisational, administrative and staff salary costs (Only Implementation Costs.)
* Travel and subsistence costs.
* Capital equipment such as vehicles, computer and other IT equipment, including software or development costs. (Subject to Approval of the Operational Partnership Group.)
* Appearance fees,
 |
| **As a guide**, **we recommend the following spending breakdown**:• Delivery – 85%• Overheads and indirect costs – 5%• End Evaluation – 10%All indirect costs must be proportionate and justified |
| **Evaluation** |
| Note - Your initiative must be INDEPENDENTLY evaluated by an external evaluation organisation and included in your overall costs. |
| Name of Evaluator |  |
| Provide details of the evaluation. |
| Note: Involve the evaluator at the outset of your initiative to devise an evaluation plan. * Planning phase - understanding how to optimally design your initiative to best meet its goals.
* Implementation phase - how the initiative is taking shape, where there is early progress and how to maximise the ongoing success of the project.
* End of the initiative – assess to what extent the initiative aims were met and identify circumstances that led to both high and low levels of success.

Evaluation also probes throughout for important unintended consequences of the work (e.g. a programme designed to promote child car seat usage also motivates parents to use seat belts for themselves). |
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| **Closing statement**  |
| Anything further we should know which may help your application.  |
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