

Item: 6

Orkney Towns Board: 12 May 2025

Grant Application Process

1. Overview

- 1.1. The purpose of this report is to outline an Expression of Interest (Eol) process as an initial stage of funding allocation, along with the timeline associated with this phase, and the next steps in initiating the grant application process.

2. Recommendations

- 2.1. It is recommended that members of the Orkney Towns Board:
 - i. Approve the proposed phased launch of the Eol process.

3. Background

- 3.1. Recent discussions have focused on launching an Eol phase to demonstrate potential suitability of projects for funding and to gather interest for capacity, capital, and revenue funding. During the workshop held on 2 May 2025, the Board agreed to prepare a timeline and relevant forms to initiate the first phase of the Eol process.
- 3.2. The Eol phase can be considered across three categories:
 - Place Plans
 - Feasibility and Capacity Funding
 - Capital Funding
- 3.3. The initial Eol category will specifically welcome interest from community groups seeking funding for Place Plans. Subsequent Eol calls will be designed to address Feasibility and Capacity Funding, followed by Capital Funding,
- 3.4. An Eol form tailored for Place Plan applications is included as an appendix in Item 8. Eol forms for Feasibility & Capacity, and Capital funding will follow a similar format but will require further focus on details such as the funding parameters to be further defined by the Board

- 3.5. It is anticipated that the Place Plan Eol phase will be launched and run from 1 to 15 June 2025. This will be followed by the Eol phases Feasibility and Capacity, followed later by Capital and Revenue funding at the end of the Summer.
- 3.6. Before launching the Eol phase for Capital and Revenue funding, it is critical that the Board confirms the themes and funding priorities. This step will help define eligibility criteria, manage expectations, and avoid public distrust.
- 3.7. Following the Expression of Interest (Eol) phase, eligible proposals will receive an application form to submit more detailed information about their project. Approved revenue proposals are expected to align with associated capital expenditure projects.
- 3.8. Completed projects will be assessed based on a marking criterion which scores a project depending on how it fits with the Board's desired themes, and deliverability.
- 3.9. Successful projects will contribute to the development of the 4-Year Investment Plan, outlining the Board's targeted interventions, supported by evidence of community engagement.