**Low Carbon Vacant and Derelict Land Investment Programme**

**Submitting Your Stage 1 Application**

**The deadline for completed application forms is 5 pm on 23 June 2023.**

* Application forms must be submitted by eligible organisations.
* A separate application form should be completed for each project proposal. However we do not require a separate application form per site that is part of a portfolio / place based programme of activity – one single form covering those will suffice.
* Completed project proposal templates should be emailed electronically to: [vdlip@gov.scot](mailto:vdlip@gov.scot)
* Please ensure that the project proposal is submitted by an appropriate official from your organisation and that the individual is available to respond quickly to any requests for clarification that might follow. If possible, please include details of an alternative contact in the allotted space.

**Prioritising your project proposals**

* Applicants submitting multiple project proposals are asked to number them in order of priority.
* There are limited funds available and so that means we are asking applicants to be realistic about the number of project proposals they submit and the amount of grant that they are requesting.
* At stage 1 and stage 2 of the application process, a key consideration will be whether the proposed project is ready to be delivered in financial year 2024-25, so please consider that when prioritising.

**Demonstrating eligible costs/expenditure**

* Please provide clear information including an estimated breakdown of costs that the requested grant will be used for, i.e. eligible capital expenditure. A more detailed breakdown of costs will be required at stage 2.
* Project proposals can request 100% of the cost of the project. However the Investment Panel will view project proposals containing evidence of other investment favourably as it indicates stronger support and collaboration.
* Additional information on any other costs, e.g. wider programme activities, should only be included within the project description. This is to avoid confusion around what the grant on offer will be used to deliver.
* Include details on expenditure beyond the funding period (including if multiyear) where possible – e.g. if onward development is planned, how it is expected to be financed.
* Note that any grant offered will generally be paid in arrears and must relate to spend actually incurred or legally committed. Please ensure expenditure figures are consistent with start and end dates of the project. Grant cannot be claimed for costs incurred prior to 1 April 2024.

**Application Form Template**

Low Carbon Vacant and Derelict Land Investment Programme

Round 4 – 2024 to 2025 funding

Stage 1 Application – email to[vdlip@gov.scot](mailto:vdlip@gov.scot)

**Project details**

Applicant organisation: Click or tap here to enter text.

Total number of submissions: Click or tap here to enter text.

Number of this submission in order of priority  
 Click or tap here to enter text.

Project title: Click or tap here to enter text.

Project start date: Click or tap to enter a date.

Project completion date: Click or tap to enter a date.

Has this project been submitted to previous call?  
 Choose an item.

Previous refs/call e.g. VDLIP-01-INSERT or N/A

**Funding**

|  | **2024/25** | **2025/26** | **Total** |
| --- | --- | --- | --- |
| VDLIP grant requested |  |  |  |

|  | **2024/25** | **2025/26** | **Total** |
| --- | --- | --- | --- |
| Total project costs to which the VDLIP will contribute |  |  |  |
| Costs funded by other sources |  |  |  |

Please detail any sources of funding other than VDLIP

|  | **2024/25** | **2025/26** | **Total** |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total |  |  |  |

**Contact details**

Lead contact name Click or tap here to enter text.

Position in organisation Click or tap here to enter text.

Lead contact email Click or tap here to enter text.

Lead contact phone number Click or tap here to enter text.

Additional contact name Click or tap here to enter text.

Position in organisation Click or tap here to enter text.

Additional contact email Click or tap here to enter text.

Additional contact phone number Click or tap here to enter text.

**Project Proposal Summary**

Maximum 3 Page – minimum font size 12.

[See the separate stage 1 guidance for applicants for this section.](https://www.gov.scot/publications/vacant-and-derelict-land-investment-programme/#:~:text=The%20%C2%A350%20million%20low%20carbon%20Vacant%20and%20Derelict,inclusive%20growth%20as%20part%20of%20the%20green%20recovery.)

Please delete the prompts from each text box.

**Vacant and Derelict Land (DUSTE) status**

**Please briefly outline the status of the project site and length of time registered.**

What is the site?

Who owns the site? Are there any ownership issues?

How long has it been registered vacant/derelict?

Confirm if DUSTE

See the separate stage 1 guidance for applicants for this section.

**Full project proposal summary**

**Please keep your summary short and concise – use bullet points. Be clear on what the project will actually deliver using grant from the VDLIP. The Investment Panel will not consider information that is provided beyond the 3 page limit.**

**Please try to capture how the project proposal meets the aims and objectives of the VDLIP, and wider strategic fit, using the following major headings as a guide (the text below provides a basic prompt).**

• WHAT THE PROJECT WILL DELIVER

How much vacant and derelict land will be tackled, in hectares?

What is the proposed productive re-use?

How will its reuse help meet the aims and objectives including around net-zero (note we will ask for more on CO2 emissions savings at stage 2)while promoting inclusive growth and tackling disadvantage (‘just transition’)?

Economic impacts regarding green jobs or similar would be helpful to state even if indicative.

Future income from the activity including any potential receipt from on-sale, and how that could support further VDL activity and regeneration?

• WHY THE PROJECT SHOULD BE UNDERTAKEN

Evidence of need and aspiration / Community led approach?

How it will tackle disadvantage/promote inclusive growth/support just transition/build sustainable communities

Place based approach? Evidence of other investment in support of this proposal and wider plans

Town centre action / 20 minute neighbourhoods aspirations

• PROJECT COSTS AND ANY OTHER FUNDING

Please provide clear information (and detailed evidence) around the cost of taking this project forward.

Please include a breakdown of costs that the requested grant will be used for, i.e. eligible capital expenditure.

• DELIVERY TIMELINE

Overall project delivery timeline

How the grant offer would be utilised in the required timescale – tender process, contracts signed, work commencing on site, etc. Priority may be given to projects that demonstrate they can be under way by end of December 2024.

Availability of resource to deliver: how delivery will be managed.

If you wish to include a map to illustrate the area to be developed, you can do so. This should be submitted as a separate document. Please do not embed files within this document. Please be succinct – information provided beyond 3 sides may not be considered by the Investment Panel.