

**CashBack for Communities**April 2026 to March 2029

Guidance on how to apply



**Please read this document carefully before completing the online application.**

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About this fund

CashBack for Communities is a Scottish Government early intervention and prevention programme. It strengthens communities by supporting young people aged 10-25 who may be at risk of becoming involved in antisocial behaviour, offending or reoffending. It provides the opportunity and the tools to support young people to make informed decisions about their future.

The programme takes funds recovered through the Proceeds of Crime Act and invests them back into communities.

In this funding phase, CashBack for Communities will:

* **Follow a public health approach to justice** and invest in projects that prioritise early and effective preventative interventions with young people aged 10-25.
* **Strengthen ties with local communities** and provide local diversionary activity to reduce the risk of young people being drawn into antisocial or more serious criminal behaviour.
* **Take a strengths-based approach** and prioritise young people who face the greatest challenges. We will work with young people to increase agency, rights, knowledge, wellbeing, skills and opportunities. By developing their strengths, capacity and citizenship we will reduce the risk of young people coming into conflict with the law.

# **Key information**

We are inviting organisations to apply to become CashBack for Communities partners. Your organisation must have a proven track record of delivering activities which support the aims in the Scottish Government’s [Vision for Justice](https://www.gov.scot/publications/vision-justice-scotland/) or [Youth Justice Strategy](https://www.gov.scot/publications/justice-children-young-people-vision-priorities-2024-26/) and the criteria for Phase 7 (see ‘The Types of Projects We Will Fund’).

For all up-to-date information on the application process, visit our website: [https://cashbackforcommunities.org/funding/](http://https://cashbackforcommunities.org/funding/).

We will provide the following documents on our website to support your application:

* Application guidance document (this document)
* Logic model
* Frequently Asked Questions (FAQs), updated regularly until 31 July 2025
* Webinar recording and transcript
* Declaration (available 12 June 2025)
* Application form (available 12 June 2025)
* Technical guidance for using the application form portal (available 12 June 2025)

You need to complete the Declaration which will be available **on our website from 12 June 2025. We will send you the application form once you complete the Declaration.**

Applications must be **submitted online by 12:00 (noon) on 7 August 2025.**

We aim to notify successful applicants **by Winter 2025**.

If you have any questions about the application process, guidelines or application form you may **contact us by email, BEFORE 31 July 2025 (we will not be able to respond to inquiries between 31 July and 7 August 2025), at:**

cbenquiries@inspiringscotland.org.uk

If you have any questions about using the application portal, you can contact us for technical assistance by email, **until 7 August 2025**, at:

enquiries@inspiringscotland.org.uk

# **Who can apply**

We are inviting applications from a variety of entity types, including registered charities and not-for-profit companies limited by guarantee or shares.

The following types of projects are **not eligible** to apply for CashBack for Communities funding:

* Projects that will run less than 24 months
* Projects asking for less than £150,000 or more than £1,500,000 in CashBack funding
* Projects that deliver mainstream services provided by the public sector, including Local Authority-based projects
* Funding only to match fund or financially support other non-CashBack for Communities projects
* Projects which include more than 10% capital funding

For the complete eligibility requirements, see section 6 of this guidance document ‘Completing the Declaration’.

You will be asked to provide evidence of your organisation’s track record in delivering similar projects. If relevant, this includes performance in previous phases of CashBack.

**Due diligence**

All organisations submitting an application for funding will be subject to financial and organisational due diligence checks before any final funding decision. These checks will cover standard elements such as governance, management, financial position, future plans for your organisation, the needs your project is addressing and your ability to deliver planned activities.

We will only agree to fund organisations that are able to complete these checks. You will need to provide your organisation’s latest set of audited accounts, your annual report and your organisational structure chart.

The types of projects we will fund

**Criteria for this funding phase**

You must demonstrate that your project will:

* Deliver early and effective preventative interventions with young people aged 10-25 who may be at risk of becoming involved in antisocial behaviour, offending or reoffending
* Strengthen ties with local communities, invest in positive community activity and provide local diversionary activity to reduce the risk of young people being drawn into anti-social or more serious criminal behaviour.
* Take a strengths-based approach and prioritise young people who face the greatest challenges. You will work with young people to increase agency, rights, knowledge, wellbeing, skills and opportunities. And through the development of strengths, capacity and citizenship reduce the risk of young people coming into conflict with the law.

Your project must deliver two of the following four outcomes:

* Providing safe spaces and suitable activities for young people to combat boredom, frustration, and isolation, which can contribute to antisocial behaviours.
* Supporting young people to understand their own value and become positive influences and leaders within their communities.
* Delivering holistic support for particularly vulnerable young people which includes their family or care environment. Where a young person may have the potential to come into conflict with the law, support will be extended for family and caregivers.
* Offering support for young people who are already in conflict with the law to reflect on past behaviours and work towards a more positive future.

You will also need to show how your project will:

* + Target young people from the most deprived areas in Scotland (areas ranked in the most deprived 20% by the Scottish Index of Multiple Deprivation), including how they will be nominated to join and take part
	+ Take a collaborative or partnership approach, where appropriate
	+ Avoid duplication and add value to what is already available in your delivery area, and help meet the priorities of the local Community Planning Partnership(s)

**Scottish Government policies**

You should consider – and demonstrate in your application – how your project will support the following Scottish Government policies and priority areas:

* Scottish Government’s [Vision for Justice in Scotland](https://www.gov.scot/publications/vision-justice-scotland/)
* Scottish Government’s [Whole System Approach to Young Offending](https://www.gov.scot/policies/youth-justice/whole-system-approach/)
* Scottish Government’s [Youth Justice Vision and Priorities](https://www.gov.scot/publications/justice-children-young-people-vision-priorities-2024-26/)
* Scottish Government’s [Action to Eradicate Child Poverty](https://www.gov.scot/policies/poverty-and-social-justice/child-poverty/)
* United Nations Convention on the Rights of the Child (UNCRC)
* Scottish Government’s [Getting it Right for Every Child (GIRFEC)](https://www.gov.scot/policies/girfec/)

CashBack for Communities is designed to support the achievement of National Outcomes as part of [Scotland’s National Performance Framework](https://nationalperformance.gov.scot/):

* We live in communities that are inclusive, empowered, resilient and safe.
* We grow up loved, safe and respected so that we realise our full potential.
* We are creative and our vibrant and diverse cultures are expressed and enjoyed widely.
* We are well educated, skilled and able to take part in society.
* We are healthy and active.
* We tackle poverty by sharing opportunities, wealth and power more equally.

The next phase of the programme will continue to support the Scottish Government’s [Vision for Justice In Scotland](https://www.gov.scot/publications/vision-justice-scotland/) towards ‘a just, safe and resilient Scotland.’ These aims include:

* We have a society in which people feel, and are, safer in their communities.
* We work together to address the underlying causes of crime and support everyone to live full and healthy lives.
* We have effective, modern person-centred and trauma-informed approaches to justice in which everyone can have trust, including as victims, those accused of crimes and as individuals in civil disputes.
* We support rehabilitation, use custody only where there is no alternative and work to reduce reoffending and re-victimisation.
* We address the on-going impact of the COVID-19 pandemic and continue to renew and transform justice.

Application process step-by-step

This section provides an overview of the application process and stages to consider when developing your application.

If in doubt, for help you can:

* Check this guidance document or the technical guidance for the online application form (available from 12 June 2025 on the CashBack for Communities website)
* Check the FAQs on the CashBack for Communities website
* Email cbenquiries@inspiringscotland.org.uk with any questions or to speak with Inspiring Scotland's CashBack for Communities Fund Managers (up until 31 July 2025)

##### **Step 1: Access the applicant guidance materials**Check the CashBack for Communities [funding page](https://cashbackforcommunities.org/funding/) for:

* Guidance on how to apply
* Logic model for this funding phase
* Webinar registration and materials

##### **Step 2: Check if your organisation is eligible to apply**Confirm that your organisation meets the criteria in ‘Who can apply’, including:

* Type of entity
* Exclusions
* Funding level
* Duration

##### **Step 3: Learn about the CashBack for Communities programme**Read up on the programme on our website, including:

* About
* Partners
* Impact
* Case Studies

Learn about the Scottish Government policy context. CashBack for Communities supports:

* Scottish Government’s [Vision for Justice in Scotland](https://www.gov.scot/publications/vision-justice-scotland/)
* Scottish Government’s [Whole System Approach to Young Offending](https://www.gov.scot/policies/youth-justice/whole-system-approach/)
* Scottish Government’s [Youth Justice Vision and Priorities](https://www.gov.scot/publications/justice-children-young-people-vision-priorities-2024-26/)
* Scottish Government’s [Action to Eradicate Child Poverty](https://www.gov.scot/policies/poverty-and-social-justice/child-poverty/)
* United Nations Convention on the Rights of the Child (UNCRC)
* Scottish Government’s [Getting It Right for Every Child](https://www.gov.scot/policies/girfec/) (GIRFEC)

##### **Step 4: Check if your aims match with CashBack for Communities’ aims**Read the eligibility criteria (see ‘Who can apply’) and logic model to make sure your organisation and proposed project match CashBack for Communities’ aims, including:

* Early intervention and prevention
* Supporting young people aged 10-25
* Reducing offending, reoffending and antisocial behaviour
* Supporting young people’s agency and participation through a rights-respecting approach
* Developing positive community influences and young leaders
* Providing safe spaces and positive activities
* Holistic support for particularly vulnerable young people
* Guiding young people towards positive choices

##### **Step 5: Gather information**Gather information and evidence to show:

* Need for your project
* Young people's views
* Your organisation’s past performance
* Collaboration and partnership working
* Understanding of local Community Planning Priorities
* Nomination routes for young people to access the project

##### **Step 6: Design your project**Develop a project plan designed to meet your selected CashBack for Communities outcomes. Consider:

* How you will work with young people to ensure the project meets their local context and specific needs
* Delivery methods
* Tools and resources
* Data collection
* Self-evaluation
* Evidencing impact
* Costs (Project budget, assumptions, eligible costs only)
* Media (Plan to share impact and distinguish your CashBack for Communities project from other work)
* Exit (Sustainability plan)

##### **Step 7: Complete the online Declaration (available from 12th June 2025)**Confirm that your organisation and project plan meet the criteria listed on the form. After confirming, you will be able to access the application form. Eligibility criteria include:

###### Governance

###### Finance

###### Safeguarding

###### Scottish Government policy standards

We will check Declarations as part of the assessment process. Your application must have a valid and complete Declaration to be eligible for funding.

##### **Step 8: Submit your application form (available from 12th June 2025)** Complete your online application form by 12:00 noon 7th August 2025. Please also complete the survey on your experience of the application process.

Completing the Declaration

You will need to complete the Declaration before you can access the Application Form. We will send you the Application Form immediately after you submit the Declaration. This is to ensure that only eligible applicants proceed to the application stage.

#### **Section 1: Governance**

We invite **one application only per organisation** from a variety of entity types, including registered charities and not-for-profit companies limited by guarantee or shares.

The following are not eligible to apply to be a CashBack for Communities partner:

* Sole trader
* Unincorporated organisation
* Local Authority or Local Authority arm's length company - also known as Arm's Length External Organisations (ALEOs)
* Educational establishment that receives statutory funding i.e. university, school or college
* Prison Service or statutory secure estate
* Health Board or NHS Facility
* Research organisation
* Scottish Government agencies

CashBack for Communities funding cannot be used in place of statutory funding, so residential care organisations will also usually not be eligible.

If your organisation does not meet the eligibility criteria then we will be unable to consider an application from you. You may instead consider working in partnership with an eligible organisation to access CashBack for Communities support. The eligible applicant should be the main project delivery organisation, or an umbrella organisation, and not simply performing a management role. The eligible applicant must also take responsibility for all members of the partnership meeting minimum standards for delivery, for example in safeguarding.

Please note that “one application only per organisation” applies to organisations making joint bids also, meaning you cannot submit the same application again with another organisation selected as the lead.

Applicants must meet good governance standards, including having a governing body or board with active and independent members. By “unrelated members” we mean directors / trustees / governing body members who are not related to one another, or living together.

#### **Section 2: Finance**

Funding requests for the next phase of CashBack for Communities must total between £150,000 - £1,500,000 i.e. between £50,000 - £500,000 per year over the 3 year funding period.

Organisations with an annual income below £200,000 are not eligible to apply.

Potential applicants who have very high levels of reliance on CashBack for Communities funding may be subject to additional risk management measures to mitigate risks to programme delivery.

By "solvent", we mean your organisation's current assets exceed your current liabilities in your latest annual accounts.

By "no going concern matters", we mean your organisation is expected to continue operating and meet its obligations for the foreseeable future, and including the 2026-2029 funding period.

#### **Section 3: Safeguarding**

We do not accept safeguarding policies that are in the name of another organisation. For example, a partner organisation, a parent organisation or a related organisation.

Your Safeguarding Policy should include who to inform and how to contact them.

All staff, governing body members and volunteers who have face-to-face contact with children and young people must receive regular and appropriate safeguarding training.

That training must:

* Cover safeguarding best practice
* Include information on the organisation’s safeguarding policies and procedures
* Be appropriate to the nature of the work
* Be refreshed regularly (we advise at least once every three years)

#### **Section 4: Scottish Government policies**

Fair Work First Principles

If you are successful, you will need to understand the Fair Work Framework, and be able to evidence:

* Your organisation is accredited by the [Living Wage Foundation](https://www.livingwage.org.uk/) or can prove that all staff are paid at least the [Real Living Wage](https://www.gov.uk/national-minimum-wage-rates)
* You can show that all workers, including agency staff, have effective channels to make their voices heard
* You can show that you are working towards or meeting key Fair Work Framework conditions, including:
	+ Investing in staff training and development
	+ Not using zero-hours contracts inappropriately
	+ Addressing the gender pay gap and promoting inclusion and diversity
	+ Offering flexible and family-friendly working conditions for all workers from day one
	+ Rejecting fire-and-rehire practices
	+ For more information, visit: <https://www.gov.scot/publications/fair-work-first-guidance-3/>

Impact Assessments

If you are successful, you will need to evidence:

* You have or plan to create a Children's Rights and Wellbeing Impact Assessment for this project
* You have or plan to create an [Equalities Impact Assessment](https://www.gov.scot/publications/protected-characteristics-data-guidance-equality-impact-assessment-record/) for this project
* For more information, visit: <https://www.gov.scot/policies/human-rights/childrens-rights/>
* Children’s Rights learning site: <https://learn.nes.nhs.scot/75250>

Targeting

You will in addition be required to evidence:

* Your project will focus on supporting the 20% most deprived communities in Scotland according to their Scottish Index of Multiple Deprivation (SIMD) level.
* If your project does not target the most deprived communities, it focusses on young people with other protected characteristics.
* For more information, visit: <https://www.gov.scot/collections/scottish-index-of-multiple-deprivation-2020/>

#### **Section 5: Declaration**

This declaration must be signed by a Senior Officer, Director, or Board Member who has the authority to request this level of funding, and who will be accountable for the bid and project delivery.

Completing the Application Form

You will see maximum word count limits for your responses set out in this guidance document and in the online application form.

Due to variation in how different word processing programmes measure word count, the online form allows applicants to exceed the maximum word count for each question by 10 words. You will not be penalised if you exceed the maximum word count but must not exceed the 10 word margin.

#### **Section 1: Who are you? Tell us about your organisation**

###### **Q1. Organisation Name**

This should be the legal name of your organisation as it appears in your governing documents.

###### **Q2. Legal status of organisation**

We invite applications from a variety of entity types, including registered charities and not-for-profit companies limited by guarantee or shares.

The following are not eligible to apply to be a CashBack for Communities partner:

* Sole trader
* Unincorporated organisation
* Local Authority or Local Authority arm's length company
* Educational establishment that receives statutory funding i.e. university, school or college
* Prison Service or statutory secure estate
* Health Board or NHS Facility
* Research organisation
* Scottish Government agencies

CashBack for Communities funding cannot be used in place of statutory funding, so residential care organisations will also usually not be eligible.

If your organisation does not meet the eligibility criteria then we will be unable to consider an application from you. You may instead consider working in partnership with an eligible organisation to access CashBack for Communities support. The eligible applicant should be the main project delivery organisation, or an umbrella organisation, and not simply performing a management role. The eligible applicant must also take responsibility for all members of the partnership meeting minimum standards for delivery, for example in safeguarding.

###### **Q3. Charity Number**

As registered with OSCR, Scottish Charity Regulator

###### **Q4. Company Number**

As registered with Companies House

###### **Q5. Registered Address**

Main office address in Scotland including Local Authority and postcode

###### **Q6. Website**

Website domain (if applicable)

###### **Q7. Key Contact**

This should be the person responsible for submitting this application. It does not need to be the person delivering the project, if successful. The contact must be able to address any potential questions about both the application and the plan for operational delivery. The contact must have authorisation to make this application.

###### **Q8. Where do you operate? Please tick all of the Local Authority areas your organisation currently operates in.**

We want to fund a spread of activities across Scotland. Select the Local Authority areas in which you currently operate. This can apply to programmes which might not currently be funded by CashBack for Communities but please indicate where your organisation has a presence. Your response here is not scored, but this information will be helpful to compare where your organisation has operated and is proposing to operate for your CashBack for Communities project.

###### **Q9. What is the mission or vision of your organisation?**

This is your opportunity to demonstrate that the mission/vision of your organisation links with the aims of the CashBack for Communities programme and should refer to the charitable aims of your governing document. (100 words max)

###### **Q10. Please upload a copy of your organisational structure chart. This should include any proposed CashBack for Communities funded posts that are part of this application.**

Upload your latest organisational structure chart including brief details of which roles (including new roles) will be involved in the CashBack for Communities programme and to what extent. Include full time equivalent (FTE) for each role.

#### **Section 2: What do you want to do? Tell us about your CashBack for Communities project**

Please refer to the criteria under ‘The Types of Project We Will Fund’ when answering the following questions.

###### **Q11. Project Title**

CashBack for Communities partners are expected to raise the profile of the programme. We would normally expect the word “CashBack” to be included as part of your title reflecting the project activity.

###### **Q12. Select an applicable Public Health strand**

CashBack for Communities will follow a public heath approach to justice and invest in projects that prioritise early and effective preventative interventions with young people at a community level.

Organisations will choose which of the funding strands their work most closely aligns to. We will limit organisations from entering multiple bids to different pots of funding, to ensure applications closely align with both the Public Health Approach (PHA) and programme objectives.

Taking a tiered approach ensures that all applicant organisations will be “scored” more equitably in the review process and as such it will produce a more diversified portfolio of work.

Projects must select one of the following public health approach strands:

* **Universal A: Universal youth and community work delivered by local community organisations in their local area**

Supporting young people in their own journeys by providing a safe space, trusted adults and appropriate support that builds confidence and skill sets by local community organisations.

* **Universal B: Universal Youth and Community Work delivered by national organisations across at least three Local Authorities**
Supporting young people in their own journeys by providing a safe space, trusted adults and appropriate support that builds confidence and skill sets by national organisations operating across three or more local areas.
* **Targeted: Targeted youth and family work**
Providing secondary prevention to limit further escalation of harm to young people or their communities. This includes young people who have or may have the potential to come into conflict with the law. Where a young person may have the potential to come into conflict with the law, support should be extended for family and caregivers.
* **Specialist: Intensive Interventions**
Specialist work with smaller groups of young people or one-to-one work. Specialist work may include projects that employ subject matter experts or professionals such as psychologists, work with young people at risk of exploitation or targeted work to divert young people at risk of becoming involved with serious and organised crime. Projects operating in this space will be characterised by higher levels of risk due to the complexity of the issues and risk mitigation measures will be reflected in project design.

###### **Q13A. Tell us, in simple terms, what your project is about.**

Consider this your "elevator pitch" - you meet an economic development decision-maker in an elevator, or breakout room, and have one minute to pitch your programme and secure a follow-up meeting. It should be in plain English, free from acronyms, and accessible to young people and people from outside the charity and public sectors. (150 words max)

###### **Q13B. Please tell us a bit more about your answer [13a]. Be clear how it will benefit the people you aim to support.**

In further detail or if not covered [13a], what will the project do, where and when will it be delivered, and who exactly in the CashBack for Communities eligible cohort of children and young people the project will focus on. What specific approaches will the project staff take to engage the participants and how will the children and young people, their families, networks and communities benefit from the project. (300 words max)

###### **Q14. Select two outcomes your project will achieve**

You must select two – no more, no less – from the four available outcomes.

* Outcome 1 - Young people are afforded safe spaces and suitable activities to combat boredom, frustration, and isolation, which can contribute to antisocial behaviours.
* Outcome 2 - Young people understand their own value and impact within their communities and are supported to become positive influences and leaders within their communities.
* Outcome 3 - Young people who are particularly vulnerable are provided with holistic support which includes their family or care environment. Where a young person may have the potential to come into conflict with the law, support is extended to family and care giving units.
* Outcome 4 - Young people who are already in conflict with the law get support and guidance to reflect on past behaviours and work towards a more positive future.

###### **Q15. Which Local Authorities will the project be delivered in?**

Select the areas where you intend to deliver, or if wider, from where children and young people will be able to access, or otherwise benefit from your project.

National delivery partners must select and then be able to evidence delivery in at least three Local Authorities.

###### **Q16. Why have you chosen these areas?**

We want to know which communities you expect children and young people to benefit from your project, and where it will be physically delivered from. These could be geographic communities, schools or a specific youth club or venue for example.

Provide detail on the reasons you have chosen the community(s) – for example, the most prevalent area of crime, antisocial behaviour and/or exploitation within a local authority. We encourage you to reference local Community Planning Partnership priorities, as well as the [Scottish Index of Multiple Deprivation](https://www.gov.scot/collections/scottish-index-of-multiple-deprivation-2020/), when describing levels of need in your selected communities.

If you are targeting a community of children and young people with a specific protected characteristic, explain that here. (200 words max)

###### **Q16B. You have selected [Universal A or Universal B Strand]. Is there an issue with antisocial behaviour in the area or areas where you plan to deliver the project?**

What constitutes antisocial behaviour is often subjective. If responding “Yes” to this question, the following question will then ask you to describe in more detail the specific behaviours. You should be able to point to verifiable sources of evidence to confirm this statement.

###### **Q16C. [If yes] Please describe the specific antisocial behaviours that most affect those communities and how your project will work with children and young people engaged in or affected by antisocial behaviour to improve the local situation.**

What has been and is currently happening in the community or communities with regard to these behaviours and how is the situation evolving? We are keen to understand why invention is specifically important now and why existing infrastructure is insufficient towards a positive resolution. What lessons have been learnt about previous approaches to ensure your project will improve the situation for children and young people, and the community or communities? (250 words max)

###### **Q17. Will your project operate in Scottish island communities?**

We want to identify projects that will operate in any of the three island Local Authority areas (Eilean Siar, Orkney, Shetland), or operate in any of the island communities of the mainland local authority areas with islands (Argyll & Bute, Highland, North Ayrshire).

###### **Q18. Please confirm your project will run for a minimum of 24 months.**

Projects are expected to run from 1 April 2026 to 31 March 31 2029 or any period of at least 24 months between those dates.

###### **Q19. How do you know that this project is needed?**

Explain why your project is needed, using current information or evidence to support it. Include how your project fits with local Community Planning Partnership priorities and local improvement plans. If possible, include information from local community safety or policing plans that show local need for your project and why your project does not duplicate existing services. (200 words max)

###### **Q19B. You have selected [Targeted or Specialist Strand]. Tell us about the expertise and specialist staff and resources your team has to deliver this project.**

Provide information on how your project is designed to include the expertise of youth work and qualified professional staff who have the resources and skills to deliver effective, tested interventions for the children and young people you will support. (200 words max)

###### **Q19C. You have selected [Targeted or Specialist Strand]. This means that you will be working with some of the most vulnerable children and young people.**

###### **What extra safeguards and procedures do you have to manage the risks of this type of work?**

Tell us about how safeguarding will work in your project, ensuring children and young people are not exposed to increased risk and staff wellbeing will be monitored and protected. Your answer should address the specific and perceived risks of your project. (200 words max)

###### **Q20. How will your project meet the needs you described in [Q19]?**

Consider what activities are already available in your local area in order to make sure your project will add value and avoid duplication. This is your opportunity to show that you know what is already being delivered, the impact current provision is having, and how your project will enhance this or address identified gaps.

Please refer to [relevant local priorities expressed through Community Planning Partnerships](https://www.gov.scot/policies/improving-public-services/community-planning/).

Show how your proposal demonstrates the [Place Principle](https://www.gov.scot/publications/place-principle-introduction/), which advocates a joined up, collaborative approach to achieve better outcomes for local people and communities. (200 words max)

###### **Q21. How did children and young people shape the development of this proposal and how will they be involved in shaping the final design and delivery of the project to ensure it meets their needs?**

You must be able to show that children and young people have and will continue to play an integral role in the project’s development and design. (200 words max)

###### **Q22. Tell us about your track record of delivering similar projects and services.**

Provide a summary of your track record in similar projects. You may wish to highlight findings from any independent impact evaluation of your work. Explain how you will adopt any lessons learned into your CashBack for Communities project. (200 words max)

###### **Q23. Tell us the main organisations you will work with to deliver your project and explain their role.**

Tell us the organisations you intend to work with in delivery this project, including those from whom children and young people will be directed to your project. Explain where new relationships with organisations need to be established to deliver the project. If existing relationships need to be expanded, tell us the extent of that expansion. Clearly identify any collaborative activity with core community planning partners. (200 words max)

###### **Q24. How will your project reach and fully engage the children and young people who could benefit most? Describe how participants will join and progress through your project**.

Explain how children and young people will access your activity and the nomination\* routes you will use to ensure the most appropriate children and young people engage with the project. What pathways into the project with other community organisations will be developed? And how will children and young people progress to access all appropriate services, such as public or third sector support for their ongoing health, wellbeing, education, employment or financial needs? (200 words max)

\*Trauma-informed language, previously called referral.

###### **Q24B. You have selected [Targeted or Specialist Strand]. How will you assess whether children and young people who are nominated\* to the project are a good fit?**

If your service can only deal with a certain number of children and young people at any one time, you should say how you support and manage children and young people on the waiting list for places. (200 words max)

\*Trauma-informed language, previously called referred.

###### **Q25. How many children and young people will take part?Age bands in years old:10-1112-1314-1718-2122-25**

Tell us your forecast for the number of children and young people who will benefit from the CashBack for Communities-funded activity during the full delivery of the next funding phase. Do this by breaking down the number of children and young people by age banding. We appreciate the age breakdown is a working estimate but it should be informed by current delivery or understanding.

Only specify the number of ‘new’ unique participants. Should a person be expected to benefit on more than one year of activities they should only be counted once. We will expect that the young people you forecast will all be contributing to the outcomes you have selected.

###### **Q26. Tell us how you arrived at the estimate in [Q25].**

Explain the basis for your forecast, including whether your project will work with children and young people intensively, broadly, or both. Include the period of time children and young people are expected to participate in your project, the number of locations they will attend and the frequency they will attend. (200 words max)

###### **Q27. Tell us how you will deliver, monitor, and measure the impact of your project against the CashBack for Communities outcomes selected in Q14. You should also include any other lasting impact your project will have.**

Your response should reference the [SHANARRI indicators](https://www.gov.scot/publications/getting-right-child-girfec-statutory-guidance-assessment-wellbeing-2022-part-18-section-96-children-young-people-scotland-act-2014/pages/9/).

If your application is successful, we will use your response here to inform the conditions in your grant letter covering project delivery, monitoring and impact measurement.

If you are an existing CashBack for Communities Phase 6 funded organisation tell us how your learning from the current phase will influence your project. (300 words max)

#### **Section 3: Finance - How much will your proposal cost?**

Q28 to Q31 asks you about the funding that you are applying for over the full 2026-2029 funding phase of CashBack for Communities.

CashBack for Communities operates on a project cost basis and not a full cost recovery. Because of this, applications are subject to the following restrictions.

Projects are not eligible if they require CashBack for Communities funding of less than £150,000 or more than £1,500,000.

Funding requirements:

* At least 80% of funding must be spent on project activity and reasonable support costs for delivery of the project
* Up to 10% of funding can be used for capital costs, such as equipment, computers and software development if this is necessary for delivering the project
* Up to 10% of the total funding can be used as a management fee to contribute towards administrative and organisational costs to deliver and market the project

The following costs are not eligible and are excluded from CashBack for Communities funding:

* Any Value Added Tax (VAT) reclaimable by the Grantee
* Cost not directly supporting the grant purpose
* Any employment costs arising from the Grantee’s legal obligations to its employees, for example parental leave, sick leave, redundancy
* Profit earned by a subsidiary or related enterprise or person(s) in providing service or materials for the grant purpose
* Organisational administrative costs, unless included as part of the management fee
* Travel and subsistence costs which do not relate to Project/Programme delivery
* Any overseas travel costs
* Any appearance fees
* Consultancy fees
* Directors’ dividends
* Staff relocation costs
* Insurance costs.

###### **Q28. What is the total cost of the project?**

The total cost must match the total expenditure shown in your completed Budget Template (see Q31. below)

###### **Q29. How much funding do you need from CashBack for Communities?**

The funding request must match the “Request from CashBack for Communities Programme” shown in your completed Budget Template (see Q31. below)

###### **Q30. What percentage would your CashBack for Communities funding per year be compared to your organisation's latest annual revenue?**

If you are an existing CashBack for Communities-funded organisation, you should exclude any CashBack for Communities funding when calculating your organisation's latest annual turnover.

###### **Q31. Upload a completed Budget Template for your project.**

**First Download the** [Budget Template](https://cashbackforcommunities.org/wp-content/uploads/2025/05/CashBack-Budget-Application-FINAL.xlsx)

**Complete the template, save a copy, and upload the complete copy as your answer.**

Please complete the budget template provided. Do not add additional columns.

#### **Section 4: Final Declaration**

This application must be signed by a Senior Officer, Director, or Board Member who has the authority to request this level of funding, and who will be accountable for the bid and project delivery. The signatory may be contacted as part of verification or fraud prevention checks.

**Freedom of information (Scotland) Act 2002 and Environmental Information (Scotland) Regulations 2004**

The Freedom of Information (Scotland) Act 2002 (FOISA) and the Environmental Information (Scotland) Regulations 2004 (EIRs) mean that anyone has the right to ask public bodies and organisations for any recorded information they hold.