



Bus Investment Fund – Application

Project Name	
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Project Summary	
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Applicant Information

Name of bid manager and position	
Name of Company/Organisation	
Address	
Email	
Phone Number	
Local Authority Area (s)	

Funding

Total Project Cost (£m)			
Level of Transport Scotland funding requested (£m)	Year 1	Year 2	Total



Partners

Partner Organisation	
Senior Manager acting as contact	
Contact telephone number	
Email Address	

Partner Organisation	
Senior Manager acting as contact	
Contact telephone number	
Email Address	

Partner Organisation	
Senior Manager acting as contact	
Contact telephone number	
Email Address	

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Email Address	

Partner Organisation	
Senior Manager acting as contact	
Contact telephone number	
Email Address	



Business Case Checklist

(Please refer to below and the guidance document supplied on the TS website when drawing up your business case)

1. Project Details

Have you:

- A description of the project and what outcomes will be delivered by the project including how it fits in with relevant national, regional and local transport strategies.
- This should include barriers to overcome and key outcomes in relation to the criteria.
- A project timeline with allotted key milestones and payments should be included.

2. Benefits

Have you:

- An assessment of the benefits both financial and non-financial, particularly to bus users from the delivery of desired outcomes.
- This should include how these would be monitored and evaluated

3. Partnership Working

Have you:

- An outline of the respective responsibilities of the partners involved in the project

4. Key Performance Indicators

Have you:

- Set out and explained your Key performance Indicators and 'measure of success' outputs. State why these are important to your project.

5. Funding and Financial details

Have you:

- Project costs - setting out totals over the two years. Include Transport Scotland contribution and what this pays for.
- The amount of funding the application is bidding for and the breakdown over financial years.
- To provide information regarding match funding from any project partners and the % contribution or agreed amounts.

ANNEXES

Have you:

- Included all other relevant supporting documents such as maps, designs, timelines, supporting letters etc.



