

Road Safety Framework Fund

Funding Application Form

Fully completed application forms should be returned to roadsafety@transport.gov.scot by 19th March 2025 at midnight.

Scotland's Road Safety Framework to 2030



Applicants Details

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: Please provide an indicative start and end date, which can be altered at a later date. It should be noted that Initiatives are expected to run over a 12 month period.	
Provisional Start Date	
Provisional End Date	

Provide details of your initiative, main aims, objectives and milestones.

Note: Example of main aims objectives and milestones: Increase knowledge on Safe System by setting up four awareness sessions over a 12 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 any delivery partners/organisations who are involved in the delivery of this initiative and their function (organisations must be aware of their involvement and agreed to take part).

Sustainability

Note: Provide details of how the initiative will continue post-Road Safety Framework funding. Initiatives should be seen as long term and not one off – if evaluated positively roll out to other areas should be considered.

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
Total Amount	

Note: Ineligible cost may be considered at the discretion of the OPG. The initiative is expected to be funded independently 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 (These can be offered in kind as part of match funding))
- 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.

It should be noted that if the initiative is successful a payment profile will be agreed. Payments are released on a quarterly basis on receipt of progress reports which confirm targets and milestones are being met.

Evaluation

Note - Your initiative must be INDEPENDENTLY evaluated by an external evaluation organisation and included in your overall costs.

Name of Evaluator	
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Provide details of the evaluation.

Note: Involve the evaluator at the outset of your initiative to devise an evaluation plan.

- Planning phase – What is the purpose of the initiative and the intended outcomes you are aiming to achieve.
- Implementation phase What are the key milestones and targets and how are they being measure for success
- 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).

Closing statement

Anything further we should know which may help your application.