

## Development of a Funding Route Map

Scottish Communities Climate Action Network (Scottish Communities CAN) is seeking a fixed price offer to research and produce a Funding Route Map for community groups taking action on climate change. Details of the project are given below.

The project must be completed by the end of March 2013, including billing. Please indicate on your tender that this timetable is acceptable. The deadline for submitting a price is 17:00 on 7<sup>th</sup> January 2013. The email address for tenders and questions is [info@scottishcommunitiescan.org.uk](mailto:info@scottishcommunitiescan.org.uk) (note that between 25<sup>th</sup> Dec and 3<sup>rd</sup> Jan we won't be available to answer questions).

The guide price for this work is: up to £5,000, inclusive of expenses and VAT. Please provide a breakdown of costs and indicate if VAT will be applied.

### Context - Scottish Communities CAN

Scottish Communities CAN is a network of community groups and associated organisations which aims to facilitate community action on climate change, create opportunities for partnership working and provide a shared vision and voice for communities taking action on climate change. Scottish Communities CAN's objectives are to

- Facilitate community groups into climate change action.
- Address barriers and challenges to the action on climate change.
- Providing a shared voice to communicate the shared vision to the wider world.
- Show good practice and innovation amongst community groups.

For more information about Scottish Communities CAN see [www.scottishcommunitiescan.org.uk](http://www.scottishcommunitiescan.org.uk).

### Details of the project

Scottish Communities CAN are seeking to commission a Funding Route Map for community groups taking action on climate change. The idea was inspired by the Low Carbon Route Map series of documents produced by the Climate Challenge Fund (<http://ccf.keepsotlandbeautiful.org/support.aspx>).

The aims of the project are:

- To help community groups navigate their way through the wealth of funding information, support services and resources that already exist.
- To inspire communities to diversify their sources of funding and move towards greater financial resilience.

It is *not* the intention to produce a list of current funds and contacts, although sign-posting to the agencies who can support and give detailed information on funds *is* required. The key output required is a Route Map document for electronic distribution. This document should be relevant to voluntary and community-led organisations and social enterprises taking action on climate change and should cover these topics:

- Advice on how to find funding information across the key themes of energy, transport, rural and urban land use, food, consumption/waste and community engagement.
- Information on business / social enterprise planning
- Information on other finance options, for example loan finance, community share issues
- Information on how to acquire community assets and where to access support
- Information on relevant intermediaries and support agencies
- Top Tips for climate change communities when dealing with funding agencies
- Information on legal structures and governance, as these relate to funding options
- A range of case studies to illustrate the options available to community groups

The successful supplier will work with a small team from Scottish Communities CAN to carry out the study, and will also consult with other stakeholders.

The supplier will circulate draft versions of the Funding Route Map to the Scottish Communities CAN Steering Group periodically to ensure progress. The report will be solely for electronic distribution therefore no printing costs are required. Intellectual property of the finalised Route Map will rest with Scottish Communities CAN.