



## Neighbourhoods, Regeneration and Sustainability

### Neighbourhood Infrastructure Improvement Fund (NIIF) – Murals – Area Partnership Process

Where Area Partnerships have agreed to utilise NIIF for the provision of a mural, the following process must be followed:

- Proposals can only be submitted for one mural at a single location per application.
- Area Partnership to identify desired location(s) and artist(s).
- Area Partnership to provide a copy of the NIIF Murals Guidance to the Artist and ensure they can fulfil all required criteria within the application process.
- All applications must have prior written permission from the landowner/developer.
- All applications must have adequate Health & Safety procedures in place; must have carried out a Risk Assessment and must provide a copy of the Risk Assessment report with the application.
- Applicants must also have insurance (including Public Liability Insurance) and provide a copy of relevant insurance documents with their application.
- Area Partnership to request costs and proposed design(s) from artist.
- Proposal including costs to be presented at an Area Partnership meeting to seek approval through the agreed NIIF governance process.
- If approved for submission, the Artist will then be required to submit an application to the NIIF Governance team for consideration in line with the attached Murals Guidance.
- The NIIF Governance Team will assign a NIIF reference number and e-mail the required application form to the Area Partnership Chair (if this is to be sent to an alternative AP representative, this should be confirmed at the AP meeting when approved).
- It is then the Area Partnerships responsibility to provide this to the artist and ensure they fully complete the application form and send it to: [niifenquiries@glasgow.gov.uk](mailto:niifenquiries@glasgow.gov.uk)
- The subject line should include the NIIF reference number and this will be provided along with the application form.
- Receipt of applications will be acknowledged within 7 working days.
- The application will then be reviewed and a response provided.
- If approved, work on the mural can commence and, once complete, Area Partnerships should ensure the invoice is submitted to [niifenquiries@glasgow.gov.uk](mailto:niifenquiries@glasgow.gov.uk) for payment , quoting the NIIF reference number.

