



**Glasgow City Council**

**Economy, Housing, Transport and Regeneration  
City Policy Committee**

**Report by George Gillespie, Executive Director of  
Neighbourhoods, Regeneration and Sustainability**

**Contact: Jane Laiolo**

**Ext: 77207**

**Item 5**

**20<sup>th</sup> August 2024**

**CITY CENTRE STRATEGY: CITY CENTRE IMPROVEMENT GRANT FUND  
(PILOT)**

**Purpose of Report:**

To update Members on the development of the City Centre Improvement Grant Fund pilot and to consider the proposal to pilot the scheme.

**Recommendations:**

It is recommended that the Members:

- (i) Consider the contents of this report and note the intention to launch a City Centre Improvement Grant Fund pilot project for one year.
- (ii) Refer the report to City Administration Committee on 5 September 2024 for final approval.
- (iii) Note that a progress report will be provided to this committee at the end of the pilot year to report on outcomes and proposed next steps.

Ward No(s): 10

Citywide:

Local member(s) advised: Yes  No

Consulted: Yes  No

## 1 INTRODUCTION

- 1.1 Members will recall that the Glasgow City Centre Strategy 2024 - 30 (CCS) was previously presented to the Economy, Housing, Transport and Regeneration City Policy Committee on 5 March 2024, prior to approval by City Administration Committee on 21 March 2024.
- 1.2 The CCS is the overarching regeneration plan for the city centre. To achieve this the CCS takes cognisance of a range of strategies including the Glasgow Strategic Plan 2022 – 2027, City Development Plan, Climate Plan, and the Housing Strategy, amongst others.
- 1.3 The City Centre Strategy (CCS) is based on three pillars which are intended to address the current challenges facing the city centre.
  - **Magnetic Experience:** the development of more compelling reasons to visit, shop and enjoy the city centre, with the power to surprise and inspire visitors
  - **A Place to Live:** place-based approach to regeneration which responds to climate issues and respects planetary boundaries, and which promotes an inclusive, balanced and connected urban centre with amenities to support a growing population
  - **Front Door to Innovation:** the creation of promotion of opportunities to welcome digital, life sciences, climate science and creative industries into a mix which converges with arts, engineering, and business
- 1.4 The purpose of this report is to provide members with an outline of the scope and aims of the pilot City Centre Improvement Grant, after which the report will be presented to the City Administration Committee on 5 September 2024.

## 2 BACKGROUND

- 2.1 The CCS has incorporated findings from several commissioned reports including *Glasgow City Centre Property Market Recovery and Support Interventions* by Ryden, the Scottish Cities Alliance report on *City Centre Residential Growth* by Savills, and the *Golden Z* report by Stantec. The findings from these reports informed the development of the CCS action plan.
- 2.2 The CCS identifies Priority Actions in order to successfully deliver the strategy. Action 2.3 relates to the establishment of a Development Team with a number of objectives to support development, including a focus on blighted areas and properties in the city centre. Action 3.3 relates to supporting Local Community Projects and small scale interventions, specifically by making minor improvements to the city centre which address one or more of the three pillars: **Magnetic Experience, Front Door to Innovation or A Place to Live.**

### **3 GRANT FUND STRUCTURE**

- 3.1 The grant is designed to address two key issues: improving the look and feel of the city centre, and finding productive uses for vacant property. In order to address that, the fund contains two application categories: Minor Improvements and Meanwhile Use.
- 3.2 Applicants will complete an online smart form which will filter the relevant questions depending on whether the applicant is applying for the Meanwhile Use or Minor Improvements category. The application forms for both categories can be found at **Appendix 1** and **Appendix 2**. The grant fund guidance can be found at **Appendix 3**.
- 3.3 Applications will be evaluated based on several metrics that relate to the impact the project will have in the city centre. Metrics such as a reduction in visual blight, a reduction in anti-social behaviour, and increasing footfall will be measured. Projects will also be evaluated on their perceived strengths and weaknesses, as well as their deliverability. The application appraisal form can be found at **Appendix 4**.
- 3.4 Information on the grant payment process and schedule will be made available to successful applicants as part of the award process. Applications will be awarded on a first-come-first-served basis, while funding remains available. The grant fund will only support activity that is contained within the city centre boundary as defined by the City Development Plan (refer to **Appendix 5**).
- 3.5 It is proposed that the grant fund is trialled as a pilot for one year. The total funding for the pilot year is £400,000 for the Improvement Grant Fund, split evenly between the two categories of Meanwhile Use and Minor Improvements. Funding has been allocated from existing City Centre Strategy budgets.
- 3.6 An evaluation will be undertaken by the project team at the end of the pilot year, and the key findings and proposed next steps will be reported to this committee on completion. The grant fund will be assessed in a number of quantitative and qualitative ways. These will include measures such as foot flow, property vacancy rates and attitudinal feedback on the impact of changes to improve the look and feel of the city centre. If the outcomes are positive the intention would be to continue the scheme on an annual basis while funding allows, up to the end of the current City Centre Strategy which is due to complete in 2030.

### **4 MEANWHILE USE CATEGORY: DELIVERING SHORT TERM AND NEW USES**

- 4.1 The first component of the grant fund is the Meanwhile Use category. Grants of up to £20,000 will be allocated to eligible projects on a first-come-first-served basis. The total funding available in this category for the pilot year is £200,000. An organisation can only apply once per annum.

- 4.2 Meanwhile use is targeted at reducing the number of empty ground floor units in the city centre with temporary new uses, especially those along the main shopping areas of Sauchiehall Street, Argyle Street and Buchanan Street. It is noted that recent regulatory changes have reduced Empty Property Relief and are expected to encourage property owners in the city centre to look for tenants. The grant should encourage owners to work with businesses and organisations that have something new to offer in these locations. The use could be short term for a specific project or as a pilot for a new business idea. These meanwhile uses will add to the magnetic experience of the city centre.
- 4.3 The purpose of the meanwhile use category is to bring vacant/empty properties back into productive use. Some examples of meanwhile use are:
- i Businesses moving into a physical premises on a short-term lease
  - ii Pop up shops
  - iii Creative and Cultural uses
- 4.4 Independent businesses and other organisations that are opening in Glasgow city centre for the first time will be able to apply for grant funding. This will encourage new organisations into the city centre and improve its vibrancy. Creative industries, social enterprises and community groups are expected to take part in meanwhile use spaces. Operating for profit will not be discouraged.
- 4.5 Property owners with vacant/underused properties in the city centre will be able to apply for the grant to help them bring their properties up to the required standard for occupation. Property owners that already have a tenancy agreement in place in the future with occupiers can still apply and make use of the scheme in the interim period.
- 4.6 A Meanwhile Use Toolkit has also been developed to support these projects. Along with the grant fund application and guidance information, it will be publicly available on the Council website.

## **5 MINOR IMPROVEMENTS CATEGORY: IMPROVING THE LOOK AND FEEL**

- 5.1 The second component of the grant fund is the Minor Improvements category. Grants of up to £20,000 will be allocated to eligible projects on a first-come-first-served-basis. The total funding available in this category for the pilot year is £200,000. An organisation can only apply once per annum.
- 5.2 The grant will allow applicants to make improvements and help to meet the aims and pillars of the CCS.
- 5.3 The grant fund will support place-based interventions in the city centre such as minor repair works (e.g. repairing a shop front, community amenities), small scale greening/public space improvements, measures to alleviate anti-social behaviour, increase footfall, and reduce blight. It will not support hard infrastructure projects.

- 5.4 Community groups, social enterprises and businesses will all be able to apply for funding, provided the need for grant funding is sufficiently demonstrated.

## 6 NEXT STEPS

- 6.1 After committee has considered this report, it will be submitted to City Administration Committee for approval. Thereafter the grant fund opportunity and application process will be confirmed and promoted via the usual media channels.

## 7 POLICY AND RESOURCE IMPLICATIONS

Resource Implications:

Financial: The pilot project costs are contained within the approved City Centre Strategy capital budget.

Legal: The grant raises no new legal issues

Personnel: NRS City Centre Regeneration Group will deliver the grant fund and all associated activities.

Procurement: There are no procurement issues.

Council Strategic Plan: Specify which Grand Challenge (s) and Mission (s) the proposal supports. Where appropriate the relevant Commitment can also be listed.

The Improvement Grant Fund cuts across many areas of service and embeds many of the council's missions and commitments.

Grand Challenge One – Reduce poverty and inequality in our communities.

Mission 3: Improve the health and wellbeing of our local communities.

Grand Challenge Two – Increase opportunity and prosperity for all our citizens.

Mission 1: Support Glasgow residents into sustainable and fair work.

Mission 2: Support the growth of an innovative, resilient and net zero carbon economy.

Grand Challenge Three – Fight the climate emergency in a just transition to a net zero Glasgow.

Grand Challenge four – Enable staff to deliver essential services in a sustainable, innovative and efficient way for our communities.

Mission 1: Create safe, clean and thriving neighbourhoods.

Equality and Socio-Economic Impacts:

Does the proposal support the Council's Equality Outcomes 2021-25? Please specify.

Theme 2: Just and Inclusive Place  
Theme 3: Well Connected and Thriving City  
Theme 4: Health and Wellbeing  
Theme 5: Green Recovery

What are the potential equality impacts as a result of this report?

Positive Impact: While the grant is not aimed at any one protected characteristic, it could provide a positive impact for all identified groups.  
An EqIA screening process has been completed. The grant is intended to have a positive impact and supports identified outcomes.

Please highlight if the policy/proposal will help address socio-economic disadvantage.

Yes. The grant will help to reinvigorate areas of the city centre that are subject to visual blight and anti-social behaviour. The fund will help to improve the look and feel of the city centre. The grant will also support meanwhile use projects which will allow vacant/ empty space to be brought back into productive use.

Climate Impacts:

Does the proposal support any Climate Plan actions? Please specify:

Theme 2: Just and Inclusive Place  
Theme 3: Well Connected and Thriving City  
Theme 4: Health and Wellbeing  
Theme 5: Green Recovery

What are the potential climate impacts as a result of this proposal?

The potential climate impacts will be developed through the life of the grant as projects are delivered.

Will the proposal contribute to Glasgow's net zero carbon target?

Yes. Meanwhile Use will increase the vibrancy of the local area. The Minor Improvements will increase the look and feel of the area. This will increase and promote active travel through areas that have benefited from the grant.

Privacy and Data Protection Impacts:

Are there any potential data protection impacts as a result of this report  
Y/N

No Privacy or Data Protection Impacts have been identified.

If Yes, please confirm that a Data Protection Impact Assessment (DPIA) has been carried out

## 8 RECOMMENDATIONS

8.1 It is recommended that Members:

- (i) Consider the contents of this report and note the intention to launch a City Centre Improvement Grant Fund pilot project for one year.
- (ii) Refer the report to City Administration Committee on 5 September 2024 for final approval.
- (iii) Note that a progress report will be provided to this committee at the end of the pilot year to report on outcomes and proposed next steps.

### Enclosures:

Appendix 1	Meanwhile Use Application Form
Appendix 2	Minor Improvements Application Form
Appendix 3	Grant Fund Guide
Appendix 4	Appraisal Form
Appendix 5	City Centre Boundary Map

**Appendix 1**

**Meanwhile Use Application Form**



Glasgow City Centre Strategy:  
Improvement Grant Fund Pilot  
Application Form  
2024 – 2025  
Meanwhile Use

**1 Application Form**

**1.1 Applicant details**

Name of Applicant:	
Postal Address:	
Telephone Number:	
Email:	
Web address:	

1.2 Is your application for a Meanwhile Use Project? YES/ NO

1.3 Are you an owner or a new tenant? OWNER/ TENANT

1.4 What kind of Organisation are you?  
Business/ Charity/ Social Enterprise/ Community Group/ Other (delete as appropriate)

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1.5 If Other, please provide details of your organisation below. Be as specific as you can.

**1.6 Organisation Details**

Organisation Name	
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Operating Address	
Phone Number	
Website	
Organisation social media	
Number of staff	
Describe your main product/ service.	

**2 Business**

2.1 If you are a Business, please answer the below questions.

2.2 What is your Legal Status:  
 Partnership/ LLP/ Ltd Company/ Sole Trader (delete as appropriate).

If Partnership, please provide the names of the partners.	
If Ltd Company/ LLP, please provide the Registration Number.	
If Sole Trader, please provide your Unique Taxpayer Reference Number.	
When did the business start trading?	
Is your business VAT registered?	
If yes, please provide the VAT registration number.	

2.3 If you are already operating as a business, please confirm you are not currently based in the city centre boundaries (delete as appropriate).  
 CONFIRM/ DECLINE

2.4 Please tell us if your business is part of a wider group or franchise (delete as appropriate).  
 YES, IT IS/ NO, IT IS NOT

**3 Social Enterprise/ Charity/ Community Group**

3.1 If you are a Social Enterprise, Charity, or Community Group, please answer the below questions.

3.2 What is your Legal Status:  
Social Enterprise/ Charity/ Community Group (delete as appropriate).

When did the organisation start operating?	
Are you registered with the Office of Scottish Charities (OSC)	
If yes what is your Scottish Charity Number?	
Are you an incorporated company?	
If yes, please provide your company registration number.	
If you are registered with a body not identified here, please provide details.	

#### 4 Proposal

4.1 This section should be completed in report format, giving a full answer to each of the questions to indicate how the proposal meets the purpose of the scheme.

4.2 Please provide an outline of your project. Be as specific as you can.

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4.3 Which of the key pillars of the [City Centre Strategy](#) will your project support?

- Magnetic Experience
- A Place to Live

- Front Door to Innovation

Please detail how the project will support the selected key pillars. Be as specific as you can.

4.4 Please detail how your project will deliver a place-based improvement to the city centre. Be as specific as you can.

Place-based Improvements

- Minor repair works
- Meanwhile Use
- Small-scale greening/public space improvements
- Small-scale play infrastructure
- Measures to:
  - Alleviate anti-social behaviour
  - Increase footfall
  - Reduce blight

4.5 How will your project engage the community and the public, including through social media? Be as specific as you can.

4.6 Total project cost.

£

4.7 Please indicate how much funding you are applying for from the Improvement Grant Fund.

£

4.8 Please also indicate how much additional funding (if any) you will be receiving.

<b>Funding Source</b>	<b>Funding Amount</b>
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Other funder name:	£
Other funder name:	£
Other funder name:	£
Other funder name:	£
Total funding secured	£

4.9 Are you/the organisation you represent, in receipt of any grant funding for other projects? Please indicate how much grant funding you have received and which projects this is for.

Funder	Amount	Received?	Date grant awarded

4.10 Project commencement

What date will your project start?	
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4.11 Please itemise proposed costs, suppliers and dates below.

Item	Amount £	Supplier	Date of works

4.12 Who are the landowners/ property owners (please attach a copy of their agreement for this project). You must attach letters of agreement from all relevant building owners.


4.13 How have you incorporated the relevant Health and Safety regulations?

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## 5 Property Details

5.1 Property Details

Address of the Business / Property to which the application applies	
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Name and Contact Details of the Property Owner	
Details of the Lease including rental payments (if applicable)	
How long has the property been vacant?	
What is the proposed end use of the property?	
How will the property's end use contribute to delivering place-based improvements?	

5.2 Do you or your organisation have any formal relationship with the intended suppliers? YES/ NO

5.3 If YES please state your relationship:

\_\_\_\_\_

5.4 Do you have the relevant insurance to implement your project? Yes/ No  
GCC may request a copy of insurance contract whilst determining the grant application.

## 6 Declaration

6.1 I hereby confirm that the information in this application is true and correct and I acknowledge that it is my responsibility to inform **Glasgow City Council, Neighbourhoods, Regeneration and Sustainability** [citycentrestrategy@glasgow.gov.uk](mailto:citycentrestrategy@glasgow.gov.uk) immediately of any changes that could affect the interpretation or context of the application.

6.2 I confirm that my organisation does not currently operate from a building/ unit in Glasgow city centre.

6.3 I confirm that receipt of this grant will not exceed my/the organisations limit of allowable Minimum Financial Assistance. **Please fill in the Minimum Financial Assistance notification form and return as part of your application.**

6.4 I confirm that I will comply with monitoring and evaluation requirements.

6.5 That funds awarded will only be used in accordance with the purposes set out in this application. To enable the Council to comply with the provisions of the local government act 1986 (as amended) the activities will not involve publicity which promotes or poses a view on a question of political controversy which is identifiable as the view of one political party.

6.6 Signatures

Signature	
Print Name	
Date	

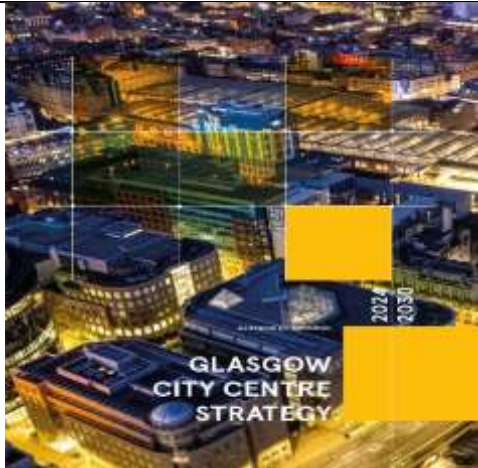
*Confirmation must be sent by someone who is authorised to do so on behalf of your organisation. If the signatory is not a Director or Company Secretary listed on Companies House we may ask to see their authority to sign on behalf of your organisation.*

**7 Section Checklist**

<b>Section/ document</b>	<b>Check if complete</b>
Application form	
Business details (if applicable)	
Charity/ Social Enterprise/ Community Group details (if applicable)	
Project proposal	
Property details	
Signatures	

**Appendix 2**

**Minor Improvements Application Form**



Glasgow City Centre Strategy:  
 Improvement Grant Fund Pilot  
 Application Form  
 2024 – 2025  
 Minor Improvements

**1 Application Form**

1.1 Applicant details

Name of Applicant:	
Postal Address:	
Telephone Number:	
Email:	
Web address:	

1.2 Is your application for a Meanwhile Use Project? YES/ NO

1.3 What kind of Organisation are you?  
 Business/ Charity/ Social Enterprise/ Community Group/ Other (delete as appropriate)

1.4 If Other, please provide details of your organisation below. Be as specific as you can.

1.5 Organisation Details

Organisation Name	
-------------------	--

Operating Address	
Phone Number	
Website	
Organisation social media	
Number of staff	
Describe your main product/ service.	

## 2 Business

2.1 If you are a Business, please answer the below questions.

2.2 What is your Legal Status:  
Partnership/ LLP/ Ltd Company/ Sole Trader (delete as appropriate).

If Partnership, please provide the names of the partners.	
If Ltd Company/ LLP, please provide the Registration Number.	
If Sole Trader, please provide your Unique Taxpayer Reference Number.	
When did the business start trading?	
Is your business VAT registered?	
If yes, please provide the VAT registration number.	

2.3 If you are already operating as a business, please confirm you are not currently based in the city centre boundaries (delete as appropriate).  
CONFIRM/ DECLINE

2.4 Please tell us if your business is part of a wider group or franchise (delete as appropriate).  
YES, IT IS/ NO, IT IS NOT

## 3 Social Enterprise/ Charity/ Community Group



3.1 If you are a Social Enterprise, Charity, or Community Group, please answer the below questions.

3.2 What is your Legal Status:  
Social Enterprise/ Charity/ Community Group (delete as appropriate).

When did the organisation start operating?	
Are you registered with the Office of Scottish Charities (OSC)	
If yes what is your Scottish Charity Number?	
Are you an incorporated company?	
If yes, please provide your company registration number.	
If you are registered with a body not identified here, please provide details.	

#### 4 Proposal

4.1 This section should be completed in report format, giving a full answer to each of the questions to indicate how the proposal meets the purpose of the scheme.

4.2 Please provide an outline of the project below. Be as specific as you can.

--

4.3 Which of the key pillars of the [City Centre Strategy](#) will your project support?

- Magnetic Experience

- A Place to Live
- Front Door to Innovation

Please detail how the project will support the selected key pillars. Be as specific as you can.

4.4 Please detail how your project will deliver a place-based improvement to the city centre. Be as specific as you can.

Place-based Improvements

- Minor repair works
- Meanwhile Use
- Small-scale greening/public space improvements
- Small-scale play infrastructure
- Measures to:
  - Alleviate anti-social behaviour
  - Increase footfall
  - Reduce blight

4.5 How will your project engage the community and the public, including through social media? Be as specific as you can.

4.6 What is the project location? Please fill in the box below if the project location is different to the address provided above.

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4.7 Total project cost.

£
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4.8 Please indicate how much funding you are applying for from the Improvement Grant Fund.

£
---

4.9 Please also indicate how much additional funding (if any) you will be receiving.

Funding Source	Funding Amount
Other funder name:	£
Other funder name:	£
Other funder name:	£
Other funder name:	£
Total funding secured	£

4.10 Are you/the organisation you represent, in receipt of any grant funding for other projects? Please indicate how much grant funding you have received and which projects this is for.

Funder	Amount	Received?	Date grant awarded

4.11 Project commencement.

What date will your project start?	
------------------------------------	--

4.12 Please itemise proposed costs, suppliers and dates below.

Item	Amount £	Supplier	Date of works

4.13 Who are the landowners/property owners (please attach a copy of their agreement for this project). You must attach letters of agreement from all relevant building owners.


4.14 How have you incorporated the relevant Health and Safety regulations?

4.15 Do you or your business have any formal relationship with the intended suppliers? YES/ NO

4.16 If YES please state your relationship:

\_\_\_\_\_

4.17 Do you have the relevant insurance to implement your project? Yes/ No  
GCC may request a copy of insurance contract whilst determining the grant application.

## 5 Declarations

5.1 I hereby confirm that the information in this application is true and correct and I acknowledge that it is my responsibility to inform **Glasgow City Council, Neighbourhoods, Regeneration and Sustainability** [citycentrestrategy@glasgow.gov.uk](mailto:citycentrestrategy@glasgow.gov.uk) immediately of any changes that could affect the interpretation or context of the application.

5.2 I confirm that receiving this grant will not exceed my/the organisations limit of Minimum Financial Assistance. **Please fill in the Minimum Financial Assistance notification form and return as part of your application.**

5.3 I confirm that I will comply with monitoring and evaluation requirements.

5.4 That funds awarded will only be used in accordance with the purposes set out in this application. To enable the Council to comply with the provisions of the Local Government act 1986 (as amended) the activities will not involve publicity which promotes or poses a view on a question of political controversy which is identifiable as the view of one political party.

## 5.5 Signatures

Signature	
Print Name	
Date	

*Confirmation must be sent by someone who is authorised to do so on behalf of your organisation. If the signatory is not a Director or Company Secretary listed on Companies House we may ask to see their authority to sign on behalf of your organisation.*

## 6 Section Checklist

<b>Section/ document</b>	<b>Check if complete</b>
Application form	
Business details (if applicable)	
Charity/ Social Enterprise/ Community Group details (if applicable)	
Project proposal	
Signatures	



Glasgow City Centre Strategy:  
City Centre Improvement Grant Fund  
Pilot  
2024 - 2025

### **City Centre Improvement Grant Fund Guidance**

The city centre Improvement Grant Fund (IGF) has been established to assist organisations and communities in Glasgow city centre to create meanwhile use spaces<sup>1</sup>, deliver small projects and undertake minor improvement works. The grant will fund proposals able to demonstrate a positive impact on the city centre, enhancing its attractiveness and inclusivity. The IGF is designed to address two key issues: improving the look and feel of the city centre, and finding productive uses for vacant property. In order to address that, the fund contains two application categories: Minor Improvements and Meanwhile Use.

The grant availability will be assessed annually in the context of the City Centre Strategy budget. Please note that the grant will be available for capital projects only.

The IGF stems from the recently published [City Centre Strategy 2024-30](#) (CCS 24-30), which revolves around three pillars :

- **Magnetic Experience:** the development of more compelling reasons to visit, shop and enjoy the city centre, with the power to surprise and inspire visitors.
- **A Place to Live:** place-based approach to regeneration which responds to climate issues and respects planetary boundaries. It is inclusive, balanced and connected with amenities to support a growing population,
- **Front Door to Innovation:** creating opportunities to welcome digital, life sciences, climate science and creative industries into a mix which converges with arts, engineering, and business.

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<sup>1</sup> . A "meanwhile use" describes a scenario where an urban void is utilised for a temporary period before being converted into its permanent state, capitalising on a brief window of opportunity. Meanwhile interventions are tactical and align with the aims of the CCS 2024-30.

## **Applications to the IGF will need to demonstrate how the proposed intervention support the priorities outlined in the CCS 24-30**

### **What will the IGF support?**

The IGF will support place-based interventions in the city centre, such as:

- Minor repair works,
- Meanwhile Use,
- Small-scale greening/public space improvements
- Small-scale play infrastructure
- Measures to:
  - Alleviate anti-social behaviour,
  - Increase footfall,
  - Reduce blight

Examples of meanwhile use activities bringing unused/vacant property located within the city centre back into productive use include:

- Businesses moving into a physical premises on a short-term lease,
- Pop up shops,
- Creative and Cultural Uses

The **maximum** grant amount will be **£20,000**.

Please note that there are certain conditions under which the grant **will not be awarded**, and specific areas that the grant does not cover. Examples of ineligible activities include the following:

- The funding cannot be used for political projects or election campaigns.
- Revenue projects.
- It cannot be used for prizes or competitions.
- Your company's or organisation's staff costs.
- Projects that would be more appropriately funded from other sources.

### **Who can apply?**

If you intend to use the funding within the city centre boundaries, you can apply for the grant. We welcome applications from for profit and not for profit organisations, including Social Enterprises, creative and cultural groups, Community Councils, and other constituted organisations.

If you or the organisation you represent are already in receipt of grant funding for projects, then you will need to declare this on your application form.

An applicant can only make one application in any 12-month period.

If your project has match funding in place, then this will be considered as a welcome indication of support. If you are applying to this fund as part of a larger scheme, the grant will not be made available until all the funding is in place.

### **Application Process**

To apply for the grant please use the [application form](#). Only properties and locations contained within the city centre boundary will be considered so please see the [map](#) to ensure your organisation is eligible for consideration. If you do not own the site where the improvement works are proposed, then you will require a letter of support from the owner stating they agree with/to your proposal and any associated works.

In the application form you will need to provide a detailed description of the improvement works you will be making and how the outcomes of this will benefit the city centre and align with the CCS 24-30.

If you are applying for the grant to create a meanwhile use space, you will need to provide information relating to your organisation to receive grant funding.

Information such as turnover, number of employees and legal status will be required.

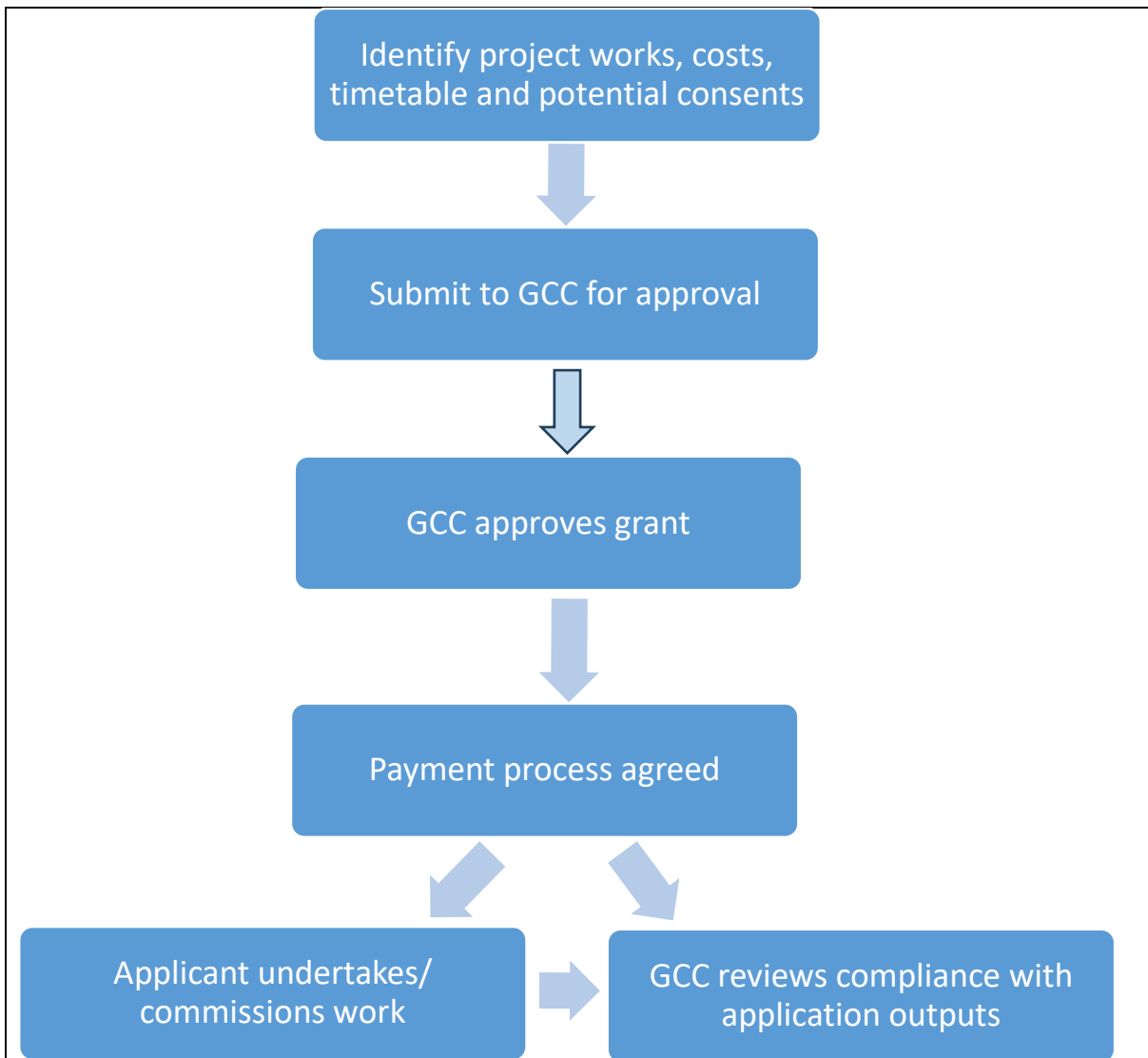
If you are applying to the grant for meanwhile use, then please note that the fund is aimed at organisations looking to occupy their first unit/building in Glasgow city centre and can provide a high-quality offer. Up-and-coming/innovative organisations that have a unique concept to offer the public in terms of products, events, experience are encouraged to apply. Please note you will be required to provide written consent from the landowner in order to proceed with the project. An estimated project cost, an itemised cost plan with a clear timetable that demonstrates how the grant will be used, will be required to inform the application. The timetable should identify clear milestones.

The Improvement Grant Fund will be assessed through quantitative and qualitative methods. These will include measures such as footflow, property vacancy rates and attitudinal feedback on the impact of changes to improve the look and feel of the City Centre.

Finally, you will need to ensure that any funding received will not exceed the allowable amount of Minimum Financial Assistance under the Subsidy Control Act 2020 (previously called de minimis). An entity may receive no more than £315,000 in the current and previous two financial years in the UK. This limit applies to an enterprise, which is either an individual company or entity, or a group of bodies/bodies corporate under common ownership or control. More information can be found [here](#).

See the below flowchart for an illustration of the application process:





Applicants are advised not to start work (or be aware that anything started is at risk) until the payment process is agreed and the grant is fully signed. The payment process will be part of the grant agreement.

### Next Steps

Please use the [application form](#) to send your proposals to us. We will endeavour to review your proposal within 20 working days. If the application is incomplete or ineligible, it will be returned and not considered until it is complete.

Complete and eligible applications will be judged to ensure they help to meet the aims and objectives of the three pillars in the City Centre Strategy (CCS 24-30). The metrics for success will be measured against how effectively the projects can achieve these aims and objectives.

The application will be judged on the following criteria:

- Reducing blight and improving the look/feel of the environment
- Increasing footfall
- Reducing anti-social behaviour
- A high quality or new-to-the-city-centre offering
- The project has match funding
- The project has a community benefit
- The project contributes to the [Climate Plan](#) objectives

Your application should include as much detail on measurable outcomes as possible. For example, impact of improvements on the surrounding environment, sqm of vacant property brought back into use, enhanced active frontages, etc. Applications should make it clear how the proposed intervention supports the pillars in the CCS. 24-30

Information on the grant payment process and schedule will be made available as part of the award process.

If you can demonstrate that your project meets these metrics, then you should consider applying for the grant.

If your application is successful, then you will need to ensure that all the relevant statutory and regulatory requirements have been met. These relate to the required fees, licensing, permits, and planning permission or approvals. Evidence will be required as part of the application process before any grant is provided.

Please note if consents are required this will be the sole responsibility of the grant applicant and will likely require additional fees, such as architectural fees and planning application fees.

Please complete the online [application form](#) to apply.



Glasgow City Centre Strategy:  
 City Centre Improvement Grant Fund  
 Pilot  
 Appraisal Form  
 2024 – 2025

**PROJECT NAME:**

**PROJECT OUTLINE**

IMPACT	DEMONSTRATION	SCORE 100%
Will there be a reduction in visual blight?		20%
Will there be an increase in footfall to the city centre?		20%
Will there be a reduction in anti-social behaviour?		10%
Is a high-quality or new-to-the-city-centre offer being presented?		30%

Has the project received match funding?		5%
Community Benefit		10%
Contribution to Climate Plan Objectives		5%

**CHECKLIST**

Is the organisation able to financially support the project?	
Are there any legislative or regulatory issues?	
Will the organisation receive match funding to achieve the project aims?	
Are there any state aid implications?	

<b>Strengths</b>	<b>Weaknesses</b>

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**Other Comments:**

<b>Conclusion (including rationale for award)</b>

## Appendix 5: City Centre Boundary Map

### Glasgow City Centre Boundary

