

GLASGOW CITY COUNCIL

**GLASGOW CITY CENTRE
IMPROVEMENT GRANT FUND
2024-2025** **PILOT**

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 spaces¹, 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 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.

Applications to the IGF will need to demonstrate how the proposed interventions support the priorities outlined in the CCS 24-30.

¹ 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 24-30.

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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:

- Political projects or election campaigns.
- Revenue projects.
- 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.

For Meanwhile Use applications, it is expected that a property owner applying for the grant will have a suitable prospective tenant, and that a prospective tenant applying for the grant will have secured suitable property to move into.

Application Process

To apply for the grant please use the Application Form [here](#). 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.

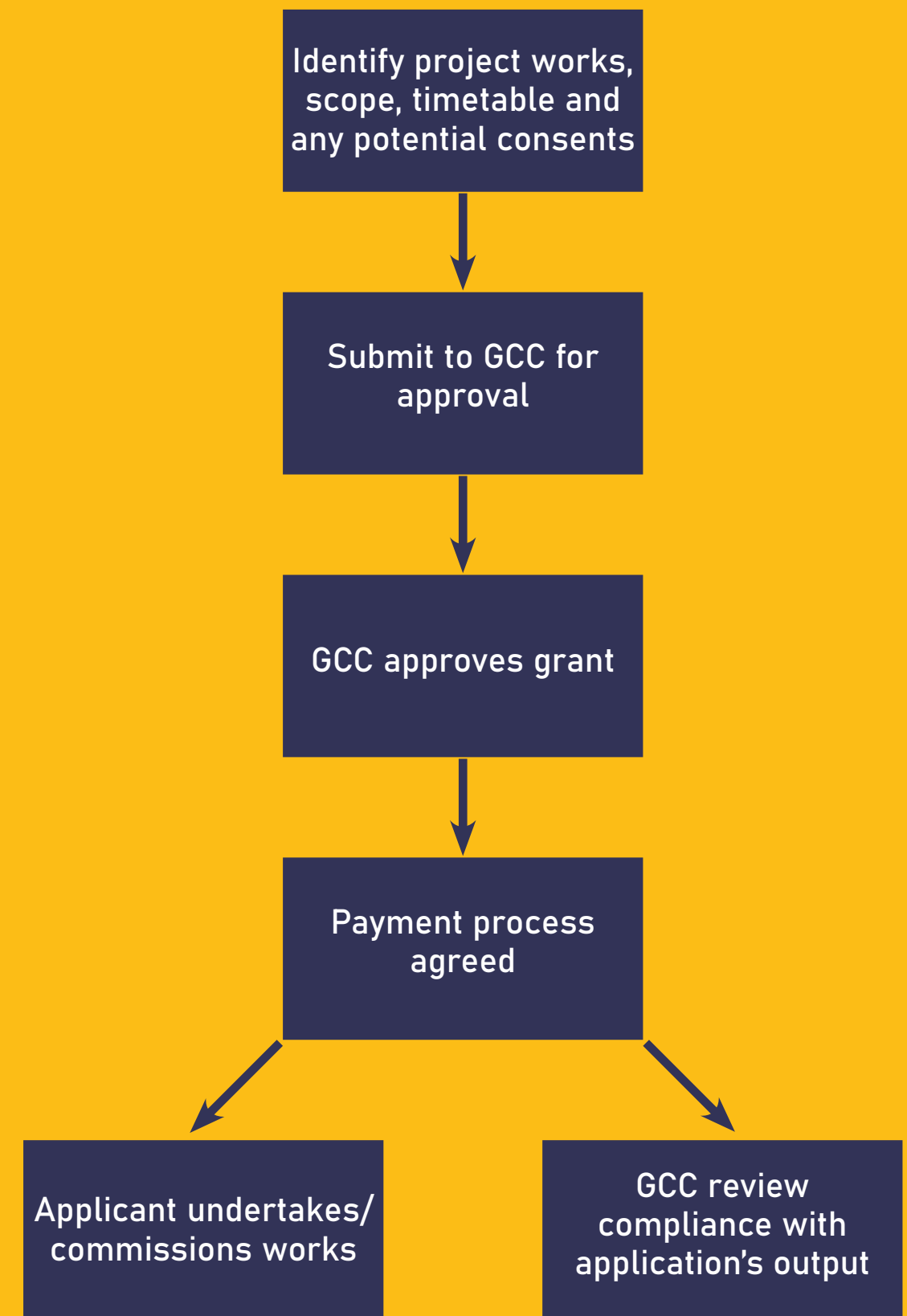
If you are applying to the grant for meanwhile use, then please note that the fund is aimed at organisations that are looking to occupy their first unit/building in Glasgow city centre and that can provide a high-quality offer. Up-and-coming/innovative organisations that have a unique concept to offer 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.

Your application 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 against 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.

If you need to fill out a paper application, please complete the [Meanwhile Use](#) or [Minor Improvements](#) application form, and post it to: City Centre Strategy Team, Glasgow City Council, 231 George Street, Glasgow G1 1RX.

