



**Walking  
Scotland**

Your national walking and wheeling charity



# SPT Community Path Fund

## Guidance Notes





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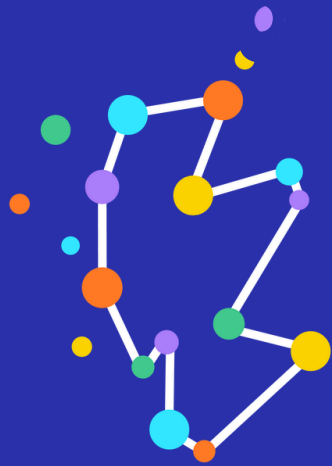
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# Walking Scotland

Your national walking and wheeling charity

Walking Scotland is a charity that helps make walking and wheeling a part of everyday life. We promote the benefits of walking and wheeling on our physical, social, and mental health. Our programmes connect communities and inspire positive behaviour change. We also improve places and spaces to walk and wheel.

We're an advocate for making walking and wheeling inclusive. We work with partners and local communities to reduce barriers. This ensures everyone has the chance to walk or wheel everywhere they go.

By focusing on walking and wheeling, we're helping to solve some of Scotland's biggest challenges, from health inequalities to the climate-nature emergency.

# Introduction

This guidance note is for successful applicants to the SPT Community Path Fund who now need to claim funds to pay an external contractor, consultant or supplier for works undertaken or services and materials provided.

Claims can be made throughout the duration of a longer project, for example in making interim payments, or as a single claim at the end of a project.

Each claim must be made through the Grants for All portal and will be subject to assessment and approval by the SPT Community Path Fund team before it can be forwarded to the Walking Scotland Accounts team for payment.

**Note:** All claims must be submitted through the Grants for All portal and before starting your final report.

## Who can apply?

Our fund is open to any community organisation with a constitution and bank account, based within and intending to undertake the work within the following areas:

**Argyll and Bute**

**East Ayrshire**

**East Dunbartonshire**

**East Renfrewshire**

**Glasgow City**

**Inverclyde**

**North Ayrshire**

**North Lanarkshire**

**Renfrewshire**

**South Ayrshire**

**South Lanarkshire**

**West Dunbartonshire**

Examples of eligible groups:

- constituted community groups and clubs
- registered charities
- educational establishments
- Community Councils and Community or Development Trusts
- National Park Authorities.

Our fund is not available to:

- individuals
- sole traders
- commercial companies
- Local Authorities.

## How much can you apply for?

You can apply for up to a maximum of £15,000.

For applications up to £3,000, we can fund 100% of project costs.

For applications between £3,001 and £15,000, we can fund up to 75% of total costs. Applicants must provide at least 25% match funding. Volunteer in-kind contributions may count toward this.

See [Appendix 2](#) and [3](#) for details on acceptable in-kind contributions, including guidance on how to calculate their value.

# What you can spend funding on

It can be used to:

- construct new paths to improve path network connectivity
- create technical designs for path projects to support applicants through the tendering and construction phases
- upgrade existing paths to make them more accessible and easier for people to use
- install seating with back and arm rests to provide rest points along routes
- remove barriers on paths that are restrictive for people using adaptive equipment, cargo bikes or wheelchairs
- install directional signage on paths
- plant wildlife-friendly shrubs and trees (up to the value of £3,000) next to paths
- install lighting.

Where possible, we would encourage applicants to include as many of the eligible items above within their application and project.

Your project must adhere to best inclusive practices in design. We can provide additional support to applicants to help with this and would be delighted to meet on site to talk over projects. Further information on this can be found in [Section 10](#).

# What you cannot spend our funding on

Our funding can't be used to:

- build paths in community gardens
- produce feasibility studies
- install bins
- cover project cost or activities that have already occurred
- planning application fees
- legal fees
- purchase land
- purchase bikes
- produce walking leaflets
- deliver projects outwith the SPT area.

## How to apply

The first stage in the application process is to submit an expression of interest with a brief project summary (guidance on how to do this is in [Appendix 1](#)).

If it complies with our fund's criteria, we will ask you to complete a full application.

You must also have the following in place before submitting your EOI or application:

- all permission including landowner permission and planning permission, if required
- any additional match funding.

Where volunteers are likely to be directly involved in practical work as part of your project, applicants must ensure that appropriate public liability insurance is in place to cover these activities.

If you need help with your application, please contact us at:

[communitypaths@walkingscotland.org.uk](mailto:communitypaths@walkingscotland.org.uk)

or 01786 641 851.

# Timescales

<b>Event</b>	<b>Date</b>
Applications Open	Wednesday 3 June 2026
Online Information Events	Wednesday 10 June at 6.30pm Wednesday 17 June at 3.30pm
Application Deadline	Wednesday 19 August at 12pm
Project Completion Date	22 February 2027
Evaluation Report Deadline	28 February 2027

If you are interested in joining our online events to learn more about the fund, please sign up [here](#).

## Evaluating your project

Successful applicants will be required to submit an evaluation report when their project is completed – see timeline above. Walking Scotland will send a reporting template to groups or organisations who receive funding. Where possible, we would like to work with projects to install footfall counters to help measure the impact of projects.



# Adhering to best practice inclusive design principles

Well-built and maintained paths and path networks are key to connecting communities, improving pedestrian safety and ensuring walking and wheeling are accessible to all. To achieve this, it is essential that projects funded adhere to best practice inclusive design principles.

This section outlines what we mean by best practice inclusive design principles and provides links to other information that will help you with your project.

We are able to provide advice and support to help applicants develop projects that comply with best practice inclusive design principles. We would be happy to attend site visits to talk over projects to help with this.

Please contact us at [communitypaths@walkingscotland.org.uk](mailto:communitypaths@walkingscotland.org.uk) for further information.

## Developing new paths to improve path network connectivity

If your project involves building a new path it needs to meet the following minimum design standards.

With all projects we encourage people to exceed these minimum standards:

- all new or improved paths should be designed and constructed in a manner which provides accessible, safe, multi- modal use
- path surfaces must be firm, smooth and consistent in width and appearance. They should also be designed and constructed to a standard which allows a minimum serviceable lifespan of not less than 15 years
- finished path widths should be sufficient to safely accommodate both current and reasonably anticipated future levels of use. A clear width of no less than 1.5 metres must be maintained at all points along the path. In exceptional circumstances, and only for very short distances, consideration may be given to reducing the width to no less than 1.2 metres, for example at immovable pinch points such as mature trees

- linear gradients should not be greater than 1:12 (8%) at any point along the length of the path. Finished path surface cross gradients or cambers must not exceed 1:40 (2.5%) but should be sufficient to allow surface water run-off and help avoid puddles forming
- on new path projects, there cannot be any gates or gaps with a usable width of less than 1.5m.



## Upgrading existing paths to make them more accessible and easier for people to use

If your project involves upgrading an existing path, it must still comply with the minimum design standards outlined above, including those relating to surface materials, width, gates and gaps.

However, we understand that many communities have long-standing paths built before current accessibility standards were established, and these are often used for everyday travel. Some of these routes may have a linear gradient steeper than 1:12 (8%).

We are able to fund improvements to such routes. Nevertheless, we strongly encourage you to explore whether rerouting or redesigning the path could bring it in line with modern standards.

This is something we would be very keen to help with, please contact us at [communitypaths@walkingscotland.org.uk](mailto:communitypaths@walkingscotland.org.uk) for further information.

## Installing seating with back and arm rests to provide rest points along routes

The importance of seating is often underestimated but, for many people, they make paths more accessible. Seats provide an opportunity to pause and rest as well as a chance to chat with friends, to actually be in a place, rather than just passing through.

We will only fund seats that have arm and backrests. Armrests can be used as leverage to help people stand up, and backrests provide important lumbar support.

Please refer to page 107 in [Outdoor Accessibility Guidance – Walking Scotland](#) for further good practice advice.

## Removing barriers on paths that are restrictive for people using adaptive equipment, cargo bikes or wheelchairs

Our funding can be used to remove narrow gates or gaps that can prevent access for users of adaptive equipment, cargo bikes or wheelchairs.

All projects must follow the principle of the least restrictive option. This means that if a gate is being removed, the preferred solution is to leave a gap in its place. If a gap is not suitable, the next best option would be to install a bollard. If neither of these is appropriate, a self-closing gate may be used as a last resort. In such cases, the gate must have a clear usable width of at least 1.5 metres and must comply with BS 5709:2018.

For specification of gaps and self-closing gates please refer to page 89 in [Outdoor Accessibility Guidance – Walking Scotland](#) and [Outdoor Access Design Guide – Walking Scotland](#) for further good practice advice.

## Installing directional signage (fingerposts and wayfinding)

Signage and wayfinding support walking and wheeling by making routes easier to navigate and more welcoming. They provide clear, accessible information about paths, distances and nearby amenities, helping users feel confident and informed.

We will fund directional signage that complies with best practice, as outlined in our [Signage Guidance for Outdoor Access](#).

We can fund a smaller project that promote routes to key everyday destinations. In addition, we can support larger, community-wide signage projects that connect recreational routes with those used for everyday functional journeys. This enables the creation of cohesive, consistent networks of promoted paths. In these cases, more than 50% of the signage must be located on routes used for everyday functional journeys.

We encourage applicants to consider using the [Scottish Path Grading System](#) where appropriate (Scottish Path Grading Guidance has been updated to make it easier to use on active travel routes, updated guidance due to come out during 2026).

## Making places where people walk and wheel more attractive and pleasant to use through planting wildlife-friendly shrub and trees

[Research](#) from the Healthy Streets Approach shows trees and shrubs can make streets and path networks more attractive, comfortable and enjoyable to walk along.

Applicants can apply for funding up to the value of £3,000 to plant trees or shrubs beside footpaths, pavements and other walking routes.

Eligible activities include planting street trees, installing planters (with significant life-span) and greening neglected spaces. We will not fund any projects that reduce the useable width of paths, for example, planters being placed on pavements. Please note, we cannot fund bedding plants.

All proposals should include plans for long-term maintenance to ensure the greenery remains healthy and well-kept. Applicants must provide a list of the plant species they intend to use, along with details of the proposed planting locations.

For information and guidance on what to plant please see [Guidance and advice | Keep Scotland Beautiful](#) and [Resources | Community gardening / RHS](#).

## Installing lights

To help make walking and wheeling routes feel safer and more accessible after dark, this fund supports the installation of lighting. Well-placed lighting can increase visibility and feelings of safety, encouraging more people to use paths and public spaces in the evening.

We can fund solar powered and hard-wired lighting, for all lighting projects we require detailed specifications so that we can ensure lights are fit for their intended purpose. All proposals should contain plans for long term maintenance.

As part of funding design projects, we can fund proposals to help with planning for lighting projects.

## Funding for design work

We can fund technical design work for path projects. This will enable applicants to prepare the information needed for the construction stage of a path project, by commissioning professionals such as landscape architects to complete technical drawings.

We have a Technical Officer who can provide you with further advice. For more information, contact us at [communitypaths@walkingscotland.org.uk](mailto:communitypaths@walkingscotland.org.uk).

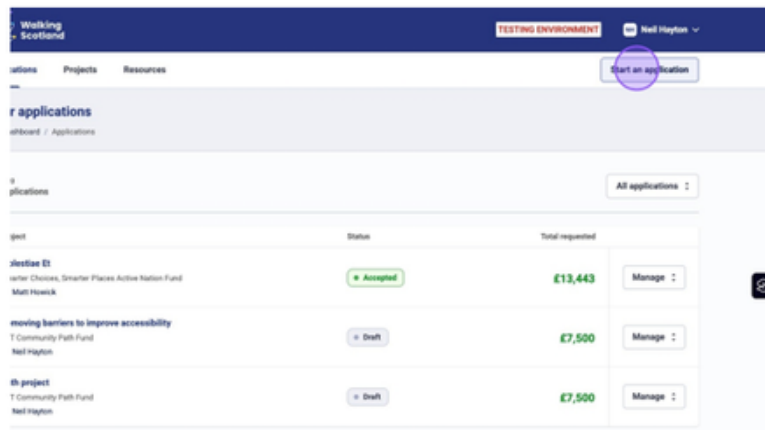


# Appendix 1

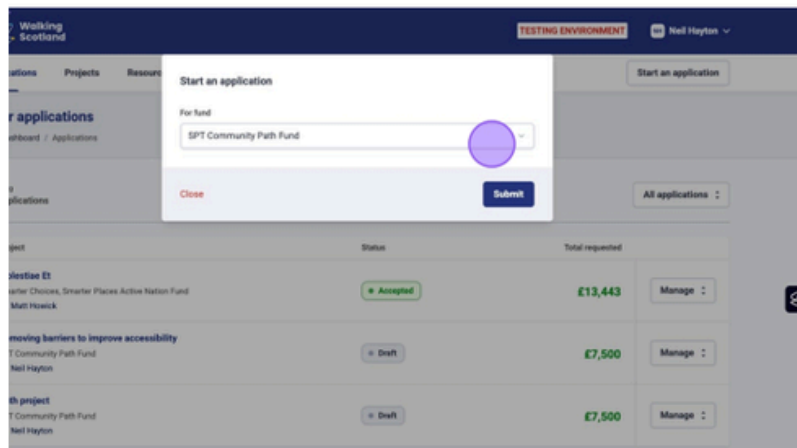
## How to submit an expression of interest

Go to [grantsforall.org.uk](https://grantsforall.org.uk) and create a log in, if you do not have one already.

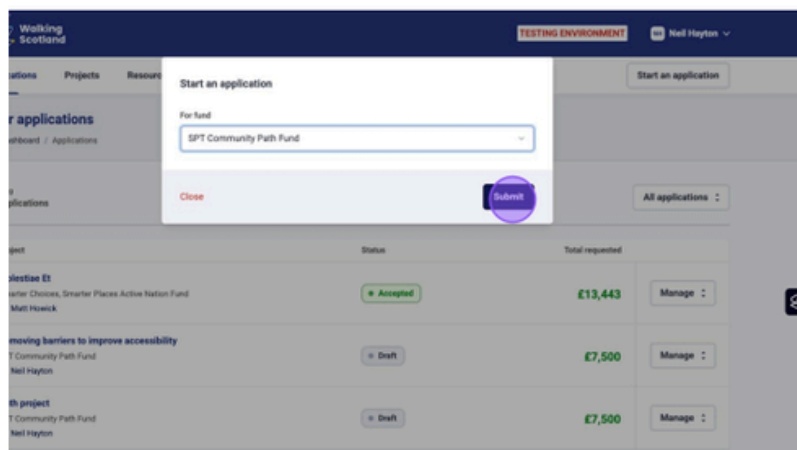
1. Click "Start an application"



2. Click this dropdown.



3. Click "Submit"



# How to submit an expression of interest (continued)

## 4. Click "Edit"

**your Expression Of Interest**  
 dashboard / Applications / Edit application

ct details Updated 1 second ago EDI Draft Edit

the Application	Date	-
Applying for fund T Community Path Fund	Total project cost	£0
Project summary	Requested grant funding	£0 / 0%
Which of our priorities will be the primary aim of your project?	Which local authority area(s) will your project run in?	Project lead Neil Hayton
Do you have landowner's permission?	Do you have public liability insurance?	Does your Project require planning?

## 5. Give your project a descriptive name

**your Expression Of Interest**  
 dashboard / Applications / Edit application

ct details

the Application

Applying for fund  
T Community Path Fund

Project summary

Which of our priorities will be the primary aim of your project?

Which local authority area(s) will your project run in?

Do you have landowner's permission? Do you have public liability insurance? Does your Project require planning?

**Update project details**

**What's in this section**  
 Provide top-level information on your project including a description, what you hope to achieve, and how much funding you are looking for. To be eligible to apply, your proposed project must meet all the criteria detailed in this section. Refer to the guidance notes in the Grants for All resource library.

**Project name**  
 Give your project a descriptive name (e.g. Signage installation in Glenpark, Barrier removal in Seethill, Enhanced accessibility in Hamblin, etc.)

Draft Application 11/255 characters

**Project summary**  
 Please summarise (in 250 words or more) what your project will do, what you hope to achieve and what difference it will make.

0/4000 characters

Which of our priorities will be the primary aim of your Project?

## 6. Click this field.

meet as the criteria outlined in this section, refer to the guidance notes in the Grants for All resource library.

**Project name**  
 Give your project a descriptive name (e.g. Signage installation in Glenpark, Barrier removal in Seethill, Enhanced accessibility in Hamblin, etc.)

Signage installation in Glenpark 10/255 characters

**Project summary**  
 Please summarise (in 250 words or more) what your project will do, what you hope to achieve and what difference it will make.

0/4000 characters

Which of our priorities will be the primary aim of your Project?  
 Select the options that you will be able to evidence throughout your funding application.

Developing a new path

Upgrading an existing path

Installing accessible seating

Removing barriers to improve accessibility



# How to submit an expression of interest (continued)

## 11. Note whether you have landowner's permission

Project details

Project name  
Application

Funding for fund  
Community Path Fund

Project summary

Each of our priorities will be the primary aim of your project?	Which local authority area(s) will your project be in?

Do you have landowner's permission to carry out this Project?	Do you have public liability insurance in place?	Does your Project require permission?
	No	No

Producing technical designs work for a path construction project

Where will your project take place?  
Please note the closest Postcode to your project area

G2 6LL

6/9 characters

Do you have landowner's permission to carry out this Project?  
 Yes  No

Does your Project require planning permission?  
 Yes  No

Do you have public liability insurance in place?  
 Yes  No

Planned start date

Planned end date

## 12. Answer the questions around planning permission

Project name  
Application

Funding for fund  
Community Path Fund

Project summary

Each of our priorities will be the primary aim of your project?	Which local authority area(s) will your project be in?

Do you have landowner's permission to carry out this Project?	Do you have public liability insurance in place?	Does your Project require permission?
	No	No

Producing technical designs work for a path construction project

Where will your project take place?  
Please note the closest Postcode to your project area

G2 6LL

6/9 characters

Do you have landowner's permission to carry out this Project?  
 Yes  No

Does your Project require planning permission?  
 Yes  No

Do you have public liability insurance in place?  
 Yes  No

Planned start date

Planned end date

Save details

Project name  
Application

Funding for fund  
Community Path Fund

Project summary

Each of our priorities will be the primary aim of your project?	Which local authority area(s) will your project be in?

Do you have landowner's permission to carry out this Project?	Do you have public liability insurance in place?	Does your Project require permission?
	No	No

Producing technical designs work for a path construction project

Where will your project take place?  
Please note the closest Postcode to your project area

G2 6LL

6/9 characters

Do you have landowner's permission to carry out this Project?  
 Yes  No

Does your Project require planning permission?  
 Yes  No

Have you received planning permission?  
Submitted

Do you have public liability insurance in place?  
 Yes  No

Planned start date

Planned end date

Save details

# How to submit an expression of interest (continued)

## 13. Note whether you have public liability insurance in place

024LL

Do you have landowner's permission to carry out this Project?  
 Yes  No

Does your Project require planning permission?  
 Yes  No

Have you received planning permission?  
Submitted

Do you have public liability insurance in place?  
 Yes  No

Planned start date

Planned end date

Save details

## 14. Add the start and end dates for your project

Do you have landowner's permission to carry out this Project?  
 Yes  No

Does your Project require planning permission?  
 Yes  No

Have you received planning permission?  
Submitted

Do you have public liability insurance in place?  
 Yes  No

Planned start date

Planned end date

Which local authority area(s) will your project run in?  
-- Select an option --

Save details

## 15. Select which local authority you are working in.

Do you have public liability insurance in place?  
 Yes  No

Planned start date  
01/07/2025

Planned end date  
31/07/2025

Which local authority area(s) will your project run in?  
Renfrewshire

Total project cost  
£0

Total funding being requested  
£0 0%

Save details

# How to submit an expression of interest (continued)

## 16. Add the total project cost

The screenshot shows a web form for a grant application. On the right side, the 'Total project cost' field is highlighted with a purple circle. The form includes fields for 'Planned end date' (31/07/2025), 'Which local authority area(s) will your project run in?' (Renfrewshire), and 'Total funding being requested' (0%). A 'Save details' button is visible at the bottom right.

## 17. Add how much grant funding you are requesting

The screenshot shows the same web form as in step 16. The 'Total funding being requested' field is now highlighted with a purple circle and contains the value '£7,500', with '75%' displayed next to it. The 'Total project cost' field now contains '£10,000'. The 'Save details' button remains at the bottom right.

## 18. Add any social media links – noting which site, adding a link, then pressing the '+' button

The screenshot shows the same web form as in step 17. The 'Social Media Site' table has a new row added: 'Facebook' in the 'Social Media Site' column and 'Facebook.com' in the 'Link' column. A purple circle highlights the '+' button at the end of this row. The 'Save details' button is at the bottom right.

# How to submit an expression of interest (continued)

19. Click "Save details" to save the form

The screenshot shows a multi-section form. On the right side, there are input fields for 'Planned end date' (31/07/2025), 'Which local authority area(s) will your project run in?' (Renfrewshire), 'Total project cost' (£15,000), and 'Total funding being requested' (£7,500, 75%). Below these are social media links for Facebook and Social Site. A purple circle highlights the 'Save details' button at the bottom right.

20. Click "Submit expression of interest"

This screenshot shows the same form as in step 19, but with the 'Submit expression of interest' button highlighted with a purple circle. The form fields are filled with the same data as in the previous step.

21. Click "Yes"

This screenshot shows the 'Complete your application' screen. A 'Please note' box states: 'Once you submit your application, you won't be able to edit again until the review process is complete. This action is used instead of a written signature.' Below this, there are 'Yes' and 'No' buttons. The 'Yes' button is highlighted with a purple circle.

# How to submit an expression of interest (continued)

22. Click "Submit expression of interest"

The screenshot shows a web form with the following elements:

- Progress Bar:** A horizontal bar at the top right, partially filled.
- Table of Questions:**

Each of our priorities will be the primary aim of your project? Developing a new path, installing directional and guiding signage, Producing technical designs and plans for a path construction project	Which local authority area(s) will your project be in? Dumfrieshire	
Do you have landowner's permission to carry out this Project? Yes	Do you have public liability insurance in place? Yes	Does your Project require permission? Yes Submitted
- Confirmation:** A box with the text "I have read and understood the guidance and eligibility rules for the Grant Award I am interested in." and two buttons: "Yes" (highlighted) and "No".
- Submit Button:** A dark blue button labeled "Submit expression of interest" with a purple circle highlighting it.
- Footer:** A link for "Walking Scotland's Privacy Policy".

## Appendix 2

### Example of how to use in-kind match funding

The example below is intended to help you calculate the value of volunteer in-kind contributions and understand how this affects how much funding you can apply for and how much additional funding you need to source from other funders.

In this example the project involves a local community group ran by volunteers who wish to upgrade a section of worn out path surface, with a new surface to improve accessibility. The project requires commissioning a local contactor to carry out the work for you. They have quoted you £11,000 for the work.

### Your volunteer in-kind contributions

You have 2 volunteers who have worked on producing documents that were used while tendering and getting a contact in place. These volunteers will be managing the contractors when they are on site. Using the day rate shown in table in [Appendix 3](#) you can see that this type of work is valued at £350 per day (or £50 per hour).

You've worked out how many hours they have each worked out while producing the tendering and contact documents and you've estimate how often they will be on site managing the contactor.

Estimated value in volunteer in-kind contributions: **£2,100.**

## How this affects how much you can apply for and how much you still need to source

The table below shows how volunteer in-kind contributions affect total project costs and highlights that by including volunteer in-kind contributions the amount of additional funding you need to source from other funders can be reduced.

	Values with in-kind contributions included	Without in-kind contributions included
Quote for contactor	£11,000	£11,000
Volunteer in-kind contributions	£2,100	0
Total project cost (quote + in-kind contributions)	£13,100	£11,000
How much you can apply for (75% of total project costs)	£9,825	£8,250
How much funding you need to source from other funders (Quote from contactor – grant applied for £11,000 - £9,825 = £1,175)	£1,175	£2,750

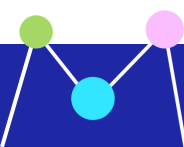
## Appendix 3

### How to work out your volunteer 'in-kind' contributions

The amount of time that volunteers spend working on your project has a monetary value.

Use the standard day rates below to work out the in-kind contribution which volunteers will give to your project.

<b>Volunteer category</b>	<b>Task examples</b>	<b>Day rate</b>
Unskilled volunteer task	<ul style="list-style-type: none"><li>• Installing signage or waymarkers along an active travel route</li><li>• Cutting back vegetation and carrying out clearance work to form a new active route</li><li>• Clearing and maintaining ditches and drains on an existing active travel route</li></ul>	£100 per day
Skilled volunteer task	<ul style="list-style-type: none"><li>• Surveying active travel routes to assess their condition and use</li><li>• Carrying out administrative tasks such as keeping financial records of your project</li><li>• Operating strimmers, power barrows, whacker plates or rollers</li></ul>	£200 per day
Professional volunteer task	<ul style="list-style-type: none"><li>• Creating graphics and print layouts for active travel leaflets.</li><li>• Producing tender documents and letting works contracts for your project</li><li>• Managing contractors and designers working on your project</li></ul>	£350 per day

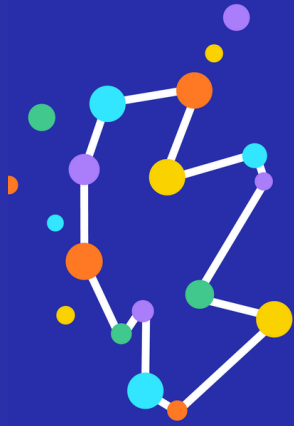


## Appendix 4

### Application Questions

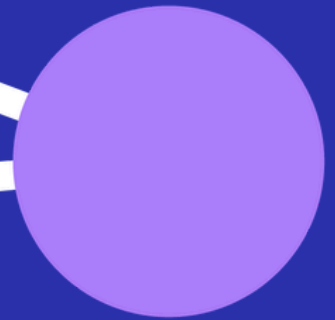
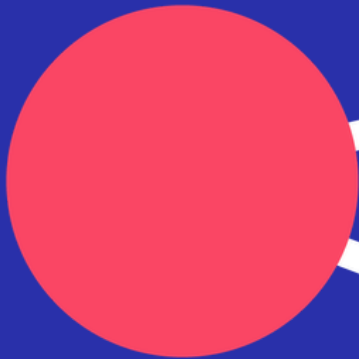
Once you have submitted an expression of interest and we have initially approved your application, you will be invited to submit a full application on the Grants for All portal. The questions are listed here, should you want to compile your answers in a Word document.

1. How do you know there is a need for your project?
2. How will your project make it easier for the local community to carry out everyday functional journeys?
3. Has your local community contributed to the development of your project idea, and will there be opportunities for them to be involved in any aspects of the project's delivery?
4. What methods will you use to monitor and evaluate the success of this project?
5. What experience or ability do you have within your organisation that will directly help you to successfully deliver this project? Include examples of any similar projects that have been successfully delivered by your group. List the skills and experience of the people who will be directly involved in the delivery of this project.
6. Who have you identified as potential beneficiaries of the project?
7. Will your project take place within one of Scotland's 20% most deprived communities or in an area that experiences very high levels of rural isolation?



# Walking Scotland

Your national walking and wheeling charity



## Walking Scotland

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[walkingscotland.org.uk](http://walkingscotland.org.uk)

Paths for All Partnership (known as Walking Scotland) is a Scottish charity, SC025535, regulated by the Scottish Charity Regulator (OSCR) and registered as a company limited by guarantee, 1068554.