

Stiùireadh air am foirm-iarrtais Taic Freumhan Coimhearsnachd 2022/23 Taic Freumhan Coimhearsnachd 2022/23 application form guidance

'S e stiùireadh a tha seo airson sgeama Taic Freumhan Coimhearsnachd 2022/23 air na tha Bòrd na Gàidhlig sùileachadh mar freagairtean airson gach ceist san foirm-iarrtais.

Tha sinn a' moladh gu mòr gu bheil sibh leughadh [stiùireadh na maoin](#) cuideachd airson fios fhaighinn air na riaghailtean airson na sgeama. Faodaidh sibh cuideachd [stiùireadh-measaidh a leughadh](#) a tha toirt fios seachad air mar a thèid an iarrtas agaibh a mheasadh.

Gheibh sibh am foirm-iarrtais air-loidhne ann an [cruth Word](#) agus [cruth PDF](#), is feumaidh sibh an iarrtas a chur a-steach do Bhòrd na Gàidhlig ro 3f air Dimàirt 18 Faoilleach 2022.

This document provides guidance as to what Bòrd na Gàidhlig expect as answers to questions in the application form for the Taic Freumhan Coimhearsnachd 2022/23 funding scheme.

We strongly recommend reading the [general fund guidance](#) also to find out about the rules of the scheme. You can also view [assessment guidance](#) which details how your application will be assessed.

You can find the application form online [in Word format](#) or [PDF format](#), and the application must be submitted to Bòrd na Gàidhlig by 3pm on Tuesday 18 January 2022.

Comhairle san fharsaingeachd

Tha stiùireadh fhaclan ann airson a' mhòr-chuid de na ceistean gus beachd a thoirt dhuibh air an uiread mion-fhiosrachaidh a dh'fheumas sibh a thoirt seachad. Ma tha e nas fhasa faodar puingeann peileir a chleachdadh gus gearr-chunntas a dhèanamh air bhur freagairt, ach dèanaibh cinnteach gu bheil fiosrachadh gu leòr air innse.

Cuirear fàilte air tagraidhean ann an Gàidhlig no Beurla, ged a tha sinn gur brosnachadh tagradh a dhèanamh sa Ghàidhlig mas urrainn dhuibh.

Ma tha ceist sam bith agaibh mu gin de na ceistean, no ma tha feum agaibh air tuilleadh taic le bhith a' lionadh an fhoirm iarrtais, cuiribh fios thugainn aig tabhartas@gaidhlig.scot agus nì sinn ar dicheall bhur cuideachadh.

General guidance

There are word guidelines for most of the questions to help guide how much detail you need to provide. If it is easier to use bullet points to summarise your answer feel free to do so, but ensure that there is enough detail provided.

Applications are welcomed in Gaelic or English, although we'd encourage you to apply in Gaelic if you can.

If you have any queries about any of the questions, or require further support with completing the application form, please feel free to get in touch with us at tabhartas@gaidhlig.scot and we will do our best to assist you.

A – Fiosrachadh mun tagraiche

A1 – Ainm a' phròiseict

Is e seo an t-ainm bu chòir a bhith againn air bhur pròiseact. Tha e nas fheàrr ainm goirid ach dealbhach a thaghadh a chuireas an cèill na tha sibh an dòchas a choileanadh. Cha leig e leas gur e seo an t-ainm a bhios agaibh nuair a bhios am pròiseact a' ruith, ach ma shoirbhicheas leis an tagradh agaibh is e seo a chleachdas sinn nuair a bhios sinn a' foillseachadh fiosrachadh.

A – Applicant Information

A1 – Project name

This is what we should call your project. It's best to choose a succinct but descriptive name that captures what you hope to achieve. This doesn't have to be the final name you use when the project is running, but if your application is successful this is what we shall use when publishing information.

A2 – Ainm na buidhne

An t-ainm leis a bheil a’ bhuidheann agaibh aithnichte (ma tha seo eadar-dhealaichte bho ainm laghail na buidhne agaibh – a tha sa bhonn-stèidh agaibh no am meòrachan is artaigilean – feuch gun cuir sibh sin a-steach cuideachd)

A2 – Organisation name

The name by which your organisation is known (if this is different from your organisation’s legal name – which is in your constitution or mem & arts – then please include that too)

A3 – Ainm luchd-conaltraidh

Tha sinn ag iarraidh fiosrachadh conaltraidh airson dithis co-cheangailte ris a’ phròiseact. Is ann ris a’ phrìomh neach-conaltraidh a dhèiligeas sinn ma tha an tagradh agaibh soirbheachail agus ris am bi sinn a’ cur fios mar as trice. Is e seo cuideachd an neach dhan àbhaist dhuinn an litir tairgse tabhartais a chur ma tha sibh soirbheachail. Mas còir dha cuideigin eile seo fhaighinn innsibh an t-ainm aca an seo cuideachd. Bidh sinn ag iarraidh dàrna neach-conaltraidh gun fhios nach ruigear am prìomh neach agus gu bheil feum air fiosrachadh.

A4 – Contact name

We’re asking for contact information for two people relating to the project. The primary contact is who we will deal with if your application is successful who we’ll mainly get in touch with. This is also the person we will typically issue the grant offer letter to if you are successful, so if someone else should receive this please include their name here also. We ask for a secondary contact in case the primary contact can’t be reached and information is required.

A4 – Dreuchd an neach-conaltraidh sa bhuidhinn

Feumaidh fios a bhith againn dè an dreuchd a tha aig an luchd-conaltraidh sa bhuidhinn gus am bi sinn a’ tuigsinn mar a thèid am pròiseact a stiùireadh.

A4 – Contact’s position in organisation

We need to know what role the contacts hold in the organisation so that we understand the way in which the project will be guided.

A5 – Seòladh conaltraidh

Is e seòladh a’ phrìomh neach-conaltraidh an seòladh a chleachdas sinn air an litir tairgse ma tha sibh soirbheachail agus airson conaltradh puist sam bith a dh’fheumas sinn dèanamh.

A5 – Contact address

The address of the primary contact is the address we will use on the offer letter if you are successful and for any post correspondence that we need.

A6 – Àireamh fòn

Bu chòir gur e seo an àireamh fòn as fheàrr airson fios a chur thugaibh ma dh’fheumas sinn fònadh airson tuilleadh fiosrachaidh. Faodaidh sibh àireamhan eadar-dhealaichte a thoirt a-steach ma tha cuid nas iomchaidh airson amannan eadar-dhealaichte den latha mar eisimpleir.

A6 – Telephone number

This should be the best phone number to contact if we need to call for more information. Feel free to include different numbers if some are more applicable for different times of day for instance.

A7 – Seòladh puist-d

An seòladh puist-d as iomchaidh airson fios a chur thugaibh. Mar as trice bidh sinn a’ cleachdadh post-d airson a’ mhòrchuid de ar conaltradh le luchd-tabhartais, mar sin dèanaibh cinnteach gu bheil seo ceart agus gu bheilear ga chleachdadh.

A7 – E-mail address

The most appropriate email address by which we’ll contact you. We typically use email for most of our contact with grantees, so please ensure this is accurate and in use.

A8 – Làrach-lìn is cunntasan mheadhanan sòisealta

Tha seo roghainneil ach bu chòir dhuibh làrach-lìn na buidhne a liostadh agus cunntasan mheadhanan sòisealta sam bith a tha agaibh airson bhur buidhne gus am faigh sinn a-mach barrachd mu na tha sibh a’ dèanamh agus mar a nì sibh sanasachd air an obair agaibh. Ma tha grunn cunntasan mheadhanan sòisealta aig a’ bhuidhinn agaibh (leithid airson na buidhne gu h-iomlan agus airson a’ phròiseict) faodaidh sibh a h-uile cunntas buntainneach innse.

A8 – Website and Social media accounts

This is optional but you should list the organisation’s website any social media accounts you have for your organisation so we can find out more about what you do and how you advertise your work. If your organisation has multiple social media accounts (such as for the organisation as a whole and for the project) feel free to include all relevant accounts.

A9 – Structar laghail

Chan urrainn dhuinn maoinachadh a thoirt seachad ach do bhuidheann le structar, agus mar sin tha sinn ag iarraidh dearbhadh an seo air mar a tha a' bhuidheann agaibh ag obair. Mura h-e companaidh chlàraichte a th' annaibh, is coltaiche gur e comann neo-chorporra a th' annaibh. Mas e companaidh chlàraichte a th' annaibh, bu mhath leinn bhur àireamh companaidh chlàraichte gus an urrainn dhuinn bhur fiosrachadh a sgrùdadh le Taigh nan Companaidhean.

A9 – Legal structure

We can only award funding to an organisation with a structure, so here we are asking to confirm how your organisation operates. If you aren't a registered company, you will likely be an unincorporated association. If you are a registered company, we'd like for you to provide your registered company number so that we can check your details with Companies House.

A10 – Carthannas clàraichte

Mas e carthannas clàraichte a th' anns a' bhuidhinn agaibh bu mhath leinn bhur àireamh carthannais gus an urrainn dhuinn bhur fiosrachadh a sgrùdadh le OSCR.

A10 – Registered charity

If your organisation is a registered charity, we'd like for you to provide your charity number so that we can check your details with OSCR.

A11 - Fiosrachadh Taice

Tha sinn ag iarraidh, aig a' char as lugha, gum bi bun-stèidh/meòrachan & artaigilean riaghlaidh, comataidh agus cunntasan (no aithrisean banca bho na 3 mìosan a dh'fhalbh) aig buidhnean a tha sinn a' maoinachadh. Feumaidh sinn na tha sin gus dèanamh cinnteach, ma shoirbhicheas leis an tagradh agaibh, gun urrainn dhuibh dleasan an aonta tabhartais a choileanadh, agus cleachdaidh sinn am fiosrachadh ionmhasail gus faighinn a-mach a bheil feum air an tabhartas.

A11 – Supporting Information

We require organisations that we fund, as a minimum, to have a constitution/memorandum & articles of association, committee and accounts (or bank statements for the last 3 months). We need these to ensure that if your application is successful that you can fulfil the duties of the grant agreement, and we use the financial information to assess whether the grant is required.

Ma tha bhur pròiseact gu bhith ag obair còmhla ri clann no daoine so-leònte, tha sinn cuideachd ag iarraidh oirbh poileasaidh dìon no barantachadh cloinne a chur a-steach gus dèanamh cinnteach gu bheil sibh a' coimhead às dèidh math nan daoine le bheil sibh ag obair. Gheibhear barrachd stiùiridh agus dreachd phoileasaidhean aig [duilleag stiùiridh air Barantachadh SCVO](#).

If your project is going to carry out work involving children or vulnerable people, we also require you to submit a child protection or safeguarding policy to ensure that you look after the welfare of those involved. More guidance and draft policies can be found via the [SCVO's Safeguarding guidance page](#).

Tha cuid de sgrìobhainnean eile a dh'iarraas sinn a tha roghainneil ach a chuidicheas sinn le tuigse nas fheàrr fhaighinn air bhur buidhinn agus comas libhrigidh. Tha aithisg bhliadhnail a' toirt làn thuigse dhuinn mu obair na buidhne agaibh, faodaidh poileasaidh Gàidhlig sealltainn gu soilleir mar a bhrosnaicheas sibh agus a bheil sibh taic do chleachdadh na Gàidhlig tron obair agaibh, seallaidh poileasaidh co-ionannachd chothroman bhur dealas gus dèanamh cinnteach gu bheil bhur pròiseact fosgailte do na h-uile, agus bidh poileasaidh no aithris àrainneachd a' cuideachadh le bhith a' sealltainn dhuinn mar a lasaicheas sibh bhur buaidh air an àrainneachd.

There are some other documents that we request that are optional but help us better understand your organisation and your ability to deliver. An annual report gives us a full understanding of your organisation's work, a Gaelic policy can clearly show how you will encourage and support the use of Gaelic through your work, an equal opportunities policy will show your commitment to ensuring your project is open to all, and an environmental policy or statement helps show us how you will mitigate your impact on the environment.

B – Geàrr-iomradh air a' phròiseict

B – Summary of the project

B1 - Tuairisgeul a' phròiseict

B1 – Project description

Tha sinn a' coimhead airson geàrr-chunntas goirid air na tha am pròiseact agaibh a' dèanamh, dè a nì sibh agus na choileanas sibh. Bu chòir seo a bhith cho goirid 's a ghabhas gus sealltainn dhuinn gu bheil lèirsinn shoilleir ann airson a'

We are looking for a quick summary of what your project is about, what you will do and what you will achieve. This should be as succinct as possible to show us that there's a

phròiseict agus mar a bheir e buannachd do chleachdadh no ionnsachadh na Gàidhlig.

clear vision for the project and how it will benefit Gaelic usage or learning.

B2 – Càite am bi am pròiseact a' tachairt?

B2 – Where will the project take place?

Tha sinn airson faighinn a-mach càite an tachair gnìomhachd a' phròiseict, agus bu chòir a bhith cho sònraichte 's as urrainn dhuibh aig an ìre seo (m.e. Talla-baile Steòrnabhaigh, air-loidhne tro Zoom, ionadan air feadh Ghlaschu msaa) Leigidh seo leinn barrachd fhaighinn a-mach mu na coimhearsnachdan a bhios a' gabhail pàirt anns a' phròiseact agaibh.

We want to know where the activity of the project will happen, and for you to be as specific as you can be at this stage (e.g. Stornoway Town Hall, online via Zoom, venues across Glasgow etc.) This lets us know more about the communities that will be taking part in your project.

B3 – Clàr-ama

B3 – Timeline

Tha sinn airson faighinn a-mach cuin a bhios a' gnìomhachd a' tachairt. Tha e cudromach gum bi am pròiseact a' freagairt ri clàr-ama na maoinne – ma tha latha tòiseachaidh a' phròiseict ro thràth is dòcha nach bi ùine gu leòr agaibh airson bhur pròiseact a dhealbhadh stèidhichte air tabhartas sam bith a bheir sinn seachad, agus ma tha an deireadh ro fhadalach is dòcha nach bi sinn comasach air taic a thoirt don phròiseact sa chuairt maoinneachaidh seo. Bidh sinn cuideachd a' cleachdadh an latha crìochnachaidh gus dearbhadh cuin a bu chòir dhuibh an aithisg dheireannach agaibh a chur a-steach. Bu chòir dhuibh a bhith reusanta leis a' chlàr-ama agus dèanamh uiread feum de chlàr-ama na maoinne 's a dh'fheumas sibh gus am pròiseact a libhrigeadh gu soirbheachail.

We want to know when the activity will take place. It's important that the project fits within the timeline of the fund – if the project start date is too early you might not have enough time to plan your project based on any award we provide, and if the end date is too late we might not be able to support the project in this funding round. We also use the end date to determine when you should send in your final report. We encourage you to be realistic with the timeline and make as much use of the timeline of the fund as you might need to deliver the project successfully.

B4 – Cia mheud seisean, tachartas, clas?

B4 – How many sessions, events, classes?

Mas e ruith sreath de thachartasan, chlasaichean no gnìomhachd eile a th' anns a' phròiseact agaibh, tha sinn airson faighinn a-mach co mheud a tha sibh an dùil a chumail tro bheatha a' phròiseict (m.e. 1 clas san t-seachdain = timcheall air 35 clas).

If your project is about running a series of events, classes or other activities, we want to know how many you expect to hold through the life of the project (e.g. 1 class per week = approx. 35 classes).

Bheir seo beachd dhuinn air co mheud gnìomh a bhios a' dol air adhart leis a' mhaoineachadh againn ma tha an tagradh agaibh soirbheachail.

This gives us an idea of how many activities will take place with our funding if your application is successful.

B5 & B6 – Pròiseact ùr no leantainneach

B5 & B6 – New or continuation project

Mas e leantainn air pròiseact a tha sinn air a mhaoineachadh roimhe seo a th' ann is urrainn dhuinn adhartas a mheasadh gu ruige seo, agus tha sinn an-còmhnaidh a' coimhead airson pròiseactan a bhith a' coileanadh barrachd gach bliadhna gus an urrainn dhuinn luach an airgid nas fheàrr fhaighinn. An seo bu chòir dhuibh innse dhuinn mar a dh'ionnsaich sibh bho ìrean nas tràithe den phròiseact agus mar a choileanas sibh barrachd am-bliadhna.

If this is a continuation of a project we've previously funded we can assess progress so far, and we're always looking for projects to achieve more each year so we can achieve better value for money. Here you should let us know how you have learned from previous phases of the project and how you will achieve more this year.

C – Amasan a’ phròiseact

Seo far an urrainn dhuibh barrachd innse dhuinn mun phròiseact agaibh agus mar a tha e a’ freagairt ris na tha sinn a’ sireadh. Faodaidh sibh gach fear de na h-amasan maoinne a fhreagairt fear mu seach no freagairt a thoirt dhaibh uile còmhla, a rèir dè as fheàrr leibh. Chan fheum bhur pròiseact gach amas maoinne a choileanadh. Ann an cuid de shuidheachaidhean tha e nas fheàrr aon amas a choileanadh gu h-iomlan seach beagan anns gach amas, ach feuchaibh ri beachdachadh an urrainn dhuibh cur ri uiread de na h-amasan sa ghabhas.

Cuimhnichibh coimhead ris a’ Phlana Chorporra 2018-23 againn agus na h-amasan a th’ againn mar bhuidheann, leis gu bheil sinn nas dualtaiche pròiseactan a mhaoineachadh a tha gu soilleir gar cuideachadh gus na toraidhean sin a libhrigeadh.

Faodaidh freagairtean an seo a bhith suas ri 500 facal, ach faodaidh sibh mìneachadh mar a choileanas sibh amasan na maoinne tro phuingean peileir no le bhith a’ ceangal sgrìobhainn taice eile ma tha sin nas fhasa.

C – Aims of the project

This is where you can tell us more about your project and how it fits with what we are looking for. You can answer each of the fund aims one-by-one or answer them all together, depending on what you prefer. Your project doesn’t need to fulfil all of the aims of the fund, in some instances it is better to fulfil one aim very well rather than a bit from each aim, but try to consider if you can contribute to as many of the aims as possible.

Remember to consult our Corporate Plan 2018-23 and the aims that we have as an organisation, as we’re more likely to fund projects that clearly help us deliver those outcomes.

Answers here can be up to 500 words, but if it’s easier to outline how you meet the aims of the fund through bullet points or by linking to another supporting document please feel free to do so.

D – Lìbhrigeadh a’ phròiseict

D1 – Cò a libhrigeas am pròiseact?

Tha sinn airson faighinn a-mach cò a bhios an sàs sa phròiseact agus fianais fhaicinn gum faod iad na tha sibh an dùil a dhèanamh a libhrigeadh gu soirbheachail. Tha eòlas sam bith air libhrigeadh pròiseict na bhuanachd, agus b’ fheàrr leinn gum biodh na tachartasan air an stiùireadh le daoine a tha fileanta sa Ghàidhlig gus dèanamh cinnteach gu bheil cleachdadh a’ chànain cho math ’s a ghabhas. Ma tha sibh airson tuilleadh fiosrachaidh a thoirt seachad na ghabhas a thoirt seachad anns an fhreagairt an seo, smaoinich air pàipearan fa leth a cheangal agus iomradh a thoirt air seo ann an ceist I.

D – Delivering the project

D1 – Who will deliver the project?

We want to know about who’ll be involved in the project and see evidence that they can successfully deliver what you are setting out to do. Any previous experience of project delivery is a bonus, and ideally we’d like to know that the events will be led by fluent Gaelic speakers to ensure usage of the language is as high as possible. If you’d like to provide further information than can be provided in the answer here, consider attaching separate documentation and referencing this in question I.

D2 – Dè an uiread den phròiseact a tha a’ gabhail àite sa Ghàidhlig?

Tha sinn ag iarraidh beachd air an uiread gum bi gnìomhachd a’ phròiseict a’ tachairt tro mheadhan na Gàidhlig, ma gheibh e maoinneachadh. Tha sinn a’ tuigsinn nach urrainn, ann an cuid de shuidheachaidhean, a h-uile càil tachairt anns a’ Ghàidhlig, ach is e amas na maoinne cleachdadh na Gàidhlig a mheudachadh far an gabh sin dèanamh.

D2 – How much of the project takes place in Gaelic?

We want an idea of how much the project activity will take place through the medium of Gaelic if it is funded. We appreciate in some circumstances not everything can take place in Gaelic, but the aim of the fund is to maximise Gaelic usage wherever possible.

E – Sgrùdadh is Measadh a’ phròiseict

E – Project monitoring & evaluation

E1– Co mheud neach a ghabhas pàirt?

E1 – How many people will take part?

Bu mhath leinn beachd fhaighinn air co mheud neach a bhios a’ libhrigeadh no a’ gabhail pàirt sa phròiseact gus tuigse fhaighinn air meud. Le ‘libhrigeadh a’ phròiseict’ tha sinn a’ ciallachadh neach sam bith a tha an sàs ann an eagrachadh no ruith eileamaidean den phròiseact (a’ gabhail a-steach rianachd, oideachadh, luchd-ealain msaa) agus le ‘gabhail pàirt’ tha sinn a’ ciallachadh an fheadhainn a gheibh buannachd bhon phròiseact (m.e. oileanaich air turas clas, luchd-èisteachd, daoine a’ frithealadh clas Gàidhlig). Tha sinn a’ tuigsinn gur e tuairmse a bhios an seo ann an cuid de chùisean, ach bidh an tomhas as fheàrr agaibh feumail.

We’d like an idea of how many people will be delivering or taking part in the project to give us a sense of scale. By delivering the project we mean anyone who is involved in organising or running elements of the project (including admin, tuition, artists etc.) and by participating we mean those that receive the benefit of the project (e.g. students on a class trip, audience members, people attending a Gaelic class). We understand this will be an estimate in some cases, but your best guess will be helpful.

E2 – Mar a nì sibh measadh air an obair agaibh

E2 – How you will assess your work

Bidh sinn ag iarraidh air a h-uile pròiseact measadh a dhèanamh air adhartas às dèidh dha tighinn gu crìoch, mar sin an seo bu mhath leinn beachd fhaighinn air mar a nì sibh measadh air an adhartas agaibh fhad 's a tha am pròiseact agaibh a’ dol air adhart. Faodaidh sibh targaidean a shuidheachadh aig an ìre seo, no a ràdh dè an toradh no na builean a tha sibh an dùil a thig às.

We ask all projects to evaluate progress after project completion, so here we’d like an idea of how you will assess your progress as your project develops. You can set targets at this stage, or say what result or outcomes you expect will happen because of it.

Ma shoirbhicheas leis an tagradh agaibh, nì sinn coimeas eadar an t-adhartas agaibh aig deireadh a’ phròiseict agus na bha sibh an dòchas a choileanadh.

If your application is successful we’ll compare your progress at the end of the project to what you hoped to achieve here.

E3 - Mar a chruinnicheas sibh fios air ais

E3 – How you will gather feedback

Tha e cudromach dhuinn gum bi sibh a’ tional fios air ais bho chom-pàirtichean a’ phròiseict a thaobh mar a bhrosnaich am pròiseact iad gu bhith a’ cleachdadh no ag ionnsachadh na Gàidhlig, gus am bi fios againn gu bheil na pròiseactan a tha sinn a’ maoinachadh a’ coileanadh ar n-amasan agus airson barrachd fhaighinn a-mach mu na rudan a bu chòir dhuinn a mhaoinachadh san àm ri teachd. An seo bu mhath leinn gun innseadh sibh dhuinn ciamar a nì sibh conaltradh le com-pàirtichean (tro shuirbhidhean, buidhnean fòcais no foirmean fios-air-ais mar eisimpleir) agus mar a gheibh sibh am fiosrachadh sin thugainn. Bu chòir seo bhur cuideachadh le bhith a’ dealbhadh pròiseactan san àm ri teachd.

It’s important to us that you gather feedback from project participants as to how the project encouraged them to use or learn Gaelic, so that we know that the projects we fund are achieving our aims and to know more about what things we should fund in future. Here we’d like you to let us know how you will engage with participants (through surveys, focus groups or feedback forms for example) and get that information for us. This should also help you plan for projects in the future.

F – Ionmhais

F – Finance

F1 – Cosgaisean iomlan

F1 – Total costs

Dè cosgais iomlan a’ phròiseict agaibh, a’ toirt a-steach cosgaisean agus taic neo-airgeadach uile. Bheir seo beachd dhuinn air meud a’ phròiseict agaibh.

What will be the overall cost of your project, including all costs and in-kind support. This gives us a sense of the scale of your project.

F2 – Iarrtas maoinachaidh

Is e seo an t-suim a tha sibh ag iarraidh bho Bhòrd na Gàidhlig agus na chleachdas sinn gus an tagradh agaibh a mheasadh. Cuimhnichibh nach urrainn dhuinn ach suas ri 80% de chosgaisean iomlan a' phròiseict no £5,000 a mhaoineachadh, mar sin dèanaibh cinnteach gu bheil an t-suim seo nas ìsle na 80% den t-suim ann an ceist F1 no dh'fhaodadh gun tèid an tagradh agaibh a dhiùltadh gun mheasadh. Mar as ìsle an àireamh sa cheud de na cosgaisean iomlan a dh'iarras sibh is ann as fheàrr.

F2 – Funding request

This is the sum that you are requesting from Bòrd na Gàidhlig and what we will use to assess your application. Remember that we can only fund up to 80% of total project costs or £5,000, so make sure this sum is lower than 80% of the sum in question F1 or your application might be rejected without assessment. The lower the percentage of total costs that you request the better.

F3 & F4 – Teachd-a-steach/cosgaisean

An seo tha sinn airson barrachd fhaighinn a-mach mu na diofar rudan air a bheil dùil agaibh airgead a chosg, agus cò às a thig maoinachadh. Tuigidh sinn gum faod sin atharrachadh thar ùine, ach mas urrainn dhuibh a bhith cho sònraichte 's a ghabhas cuidichidh sin sinn le bhith a' measadh an tagraidh. Tha taic neo-airgeadach ceadaichte, agus ma tha rudeigin ann a tha air a thoirt seachad mar thabhartas neo-airgeadach (leithid ùine shaor-thoileach) bu chòir luach airgid seo a chur anns na colbhan teachd-a-steach agus caiteachais gus am bi iad a' maidseadh. Tha e cudromach gum bi an caiteachas agus an teachd-a-steach iomlan a tha san amharc ionann, leis nach urrainn dhuinn barrachd maoinachaidh a thoirt seachad na thèid iarraidh agus ma tha pròiseact a' coimhead mar nach biodh teachd-a-steach gu leòr aige chan urrainn dhuinn taic a thoirt dha nas motha. Ma tha e nas fhasa dhuibh cruth eadar-dhealaichte a chleachdadh (leithid cliath-dhuilleag Excel) faodaidh sibh sin a chleachdadh an àite a' chlàir an seo.

F3 & F4 – Income/expenditure

Here we want to know more about the different items you are expecting to spend money on, and where funding will come from. We understand that these can change over time, but if you can be as specific as you can that will assist us in assessing the application. In-kind support is allowed, and if there is something that is being contributed as in-kind (such as volunteer time) we'd ask you to include the monetary value of this in both the income and expenditure columns so that they match up. It's important that the planned total expenditure and planned total income are the same, as we can't provide more funding than is required and if a project looks as though it will not have enough income we can't support it either. If it's easier for you to use a different format (such as an Excel spreadsheet) you can use this instead of the table here.

F5 - Notaichean air a' bhuidseat

Ma tha dad ann a bu mhaith leibh innse dhuinn no mìneachadh a bharrachd mun bhuidseat nach deigheadh sa chlàr leigibh fios dhuinn an seo.

F5 – Notes on the budget

If there's anything you would like to let us know or explain further about the budget that couldn't fit on the table please let us know here.

G - Buaidh àrainneachdail

Mar bhuidheann phoblach tha e mar dhleastanas oirnn seasamhachd àrainneachd a bhrosnachadh, cho math ri cothroman do dhaoine òga a tha, no a bha, fo chùram agus dèanamh cinnteach gu bheil pròiseactan fosgailte do dhaoine de gach cùl-raon.

Anns a' cheist seo tha sinn airson gun smaoinich sibh air mar a bheireadh bhur pròiseact buaidh air na trì raointean sin agus dè as urrainn dhuibh a dhèanamh gus cuideachadh.

Gheibh sibh tuilleadh a-mach bho [Creative Carbon Scotland](#) mu mar as urrainn dhuibh bhur sgaoididhean carboin a lùghdachadh, agus innealan airson mion-sgrùdadh agus aithris a dhèanamh air oidhirpean na buidhne agaibh.

G – Environmental impact

As a public body we have a duty to promote environmental sustainability, opportunities for young people who are, or have been, in care and to ensure projects are open to people of all backgrounds.

In this question we want you to consider how your project would impact on these three areas and what you can do to help.

You can find out more from [Creative Carbon Scotland](#) about how to reduce your carbon emissions and tools for analysing and reporting on your organisation's efforts.

Gheibh sibh tuilleadh a-mach mu na dleasan againn gu taic a thoirt do chlann a tha, no a bha, fo chùram air làrach-lìn [Pàrant Corporra](#).

You can find out more about our duties to support children who are, or have been, in care on the [Corporate Parenting website](#).

H – A’ toirt aithne do thaic maoinichaidh

Mar bhuidheann phoblach tha e cudromach dhuinn gu bheil fios aig a’ mhòr-shluagh càite bheil ar maoinichadh ga chaitheamh, agus is ann air sgàth sin a tha e cudromach gun comharraich sibh, far a bheil sin iomchaidh, gun tug Bòrd na Gàidhlig maoinichadh don phròiseact agaibh. An seo tha sinn ag iarraidh oirbh mìneachadh mar a tha sibh am beachd seo a dhèanamh (agus tha stiùireadh coileanta ri fhaighinn anns an Stiùireadh Aithneachaidh againn a thaobh na tha sinn a’ dùileachadh).

H – Acknowledging funding support

As a public body it’s important to us that the public know where our funding is spent, and that’s why it’s important that you acknowledge where appropriate that Bòrd na Gàidhlig provided funding for your project. Here we’re asking for you to explain how you intend to do this (and comprehensive guidance is available in our Acknowledgment Guidance as to what we’d expect).

I – Barrachd fiosrachaidh

Ma tha dad sam bith eile a bu mhath leibh innse dhuinn mun pròiseact agaibh no a bu mhath leibh soilleireachadh san tagradh, faodaidh sibh am bogsa seo a chleachdadh. Chan fheum sibh seo a dhèanamh, agus faodaidh uiread de dh’fhiosrachadh a bhith ann 's a ghabhas. Cuimhnichibh, ma tha sibh airson sgrìobhainnean taice eile a chur ris an tagradh, gum bu chòir dhuibh iomradh a thoirt orra ann an ceist B2.

I – Further information

If there’s anything else you would like to tell us about your proposed project or to clarify in the application you can use this box. You don’t need to complete this, and can include as much info as possible. Remember that if you want to include other supporting documents that you should reference these in question B2.

J – Dearbhadh

Tha an earrann seo ann airson dearbhadh gu bheil sibh air riaghailtean na sgeama a’ leantainn is gu bheil sibh riarachta leis mar a thèid am fiosrachadh agad a chleachdadh.

Feumaidh sibh ur n-ainm a chur ris an iarrtais is ceann-là a chur air an iarrtas (gu h-eileagtronaigeach ma thogras tu) airson seo a dhearbhadh, no chan urrainn dhuinn an iarrtas agad a mheasadh.

Tha sinn cuideachd a’ faighneachd oirbh am biodh ùidh agaibh clàradh airson an cuairt-litir post-d againn, is airson fios a thoirt dhuinn ciamar a chuala tu mu dheidhinn na maoin. Chan fheum thu am fiosrachadh seo a thoirt seachad mur a thogras tu, ach bidh seo gar chuideachadh ann a bhith cumail fios riut mu dheidhinn cothroman taic-airgid eile agus airson am margaidheachd againn a dhèanamh nas èifeachdach.

J – Confirmation

This section is to ask you to confirm that you have complied with the rules of the scheme and that you are satisfied with how your information will be processed.

You must sign and date the application (electronically if you wish) to confirm this, or we will be unable to assess your application.

We also ask you if you would like to sign up for our email newsletter, and to give us information as to how you heard about the fund. You do not have to provide this information if you don’t want to, but this will help us keep you up to date with funding opportunities and to make our marketing more effective.

Ma tha ceist sam bith agaibh mu gin de na ceistean, no ma tha feum agaibh air tuilleadh taic le bhith a’ lionadh an fhoirm iarrtais, cuiribh fios thugainn aig tabhartas@gaidhlig.scot agus nì sinn ar dicheall bhur cuideachadh.

If you have any queries about any of the questions, or require further support with completing the application form, please feel free to get in touch with us at tabhartas@gaidhlig.scot and we will do our best to assist you.