**Fiosrachadh mun Bhuidheann / Organisation information**

Buidheann / Organisation

Roinn / Department

\*Prìomh Neach-conaltraidh / Primary Contact

 Prìomh Neach-dearbhaidh / Primary Signatory

 Neach-conaltraidh eile 1 / Other contact 1

 Neach-conaltraidh eile 2 / Other contact 2

 Neach-conaltraidh ionmhais / Finance contact

 Ainm an oifigear / Officer contact

**Poileasaidhean is Faidhlichean Riatanach / Required Policies and Documents**

Nach cuiridh sibh suas na faidhlichean riatanach a leanas às leth na buidhne agaibh.

Please upload the following required documents on behalf of your organisation.

* Bonn-stèidh no Meòrachan / Constitution or Memorandum and Articles of Association
* Liosta le Buill a’ Bhùird no na Comataidh / List of Board or Committee Members
* Na Cunntasan Bliadhnail mu dheireadh / Most recent Annual Accounts
* Poileasaidh Àrachas / Insurance Policy
* Poileasaidh Dìon Chloinne no Barantachaidh / Child Protection or Safeguarding Policy

A bheil am buidheann agaibh air nas lugha na £315,000 fhaighinn ann an airgead poblach bho 1 Giblean 2023? / Has your organisation received less than £315,000 in public funding from 1 April 2023?

Iomradh air an dreuchd / Post summary

**\*Tìotal an Dreuchd / Post title**

**\*Geàrr-iomradh air an dreuchd / Post summary**

Thoiribh geàrr-iomradh (mu thimcheall air 250 facal) air an dreuchd(an) dha bheil sibh a’ sireadh taic-airgid bho Bhòrd na Gàidhlig agus na prìomh dhleastanasan aig an oifigear/oifigearan.

Please briefly describe (in around 250 words) the post(s) for which you are applying and the main functions the officer(s) will undertake.

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**\*Càite am bi an dreuchd stèidhichte is dè an coimhearsnachd a bhios an dreuchd frithealadh? / Where will the post be based and what community will the post serve?**

Leigibh fios far am bi an oifigear ag obair mar as trice is cuideachd dè an sgìre a bhios faighinn buannachd bho tachartasan/gnìomhan air a lìbhrigeadh leis an oifigear.

Let us know where the officer will be working typically and also what area will be expected to benefit from the events/activities delivered by the officer.

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**\* Cia mheud uairean san seachdain a tha dùil gu bheil an oifigear(an) ag obair? / How many hours per week will the officer(s) work?**

**\* A bheil an dreuchd air a roinn eadar dà neach, no sibh a' cur a-steach airson dà dhreuchd? / Is the job shared between two people or are you applying for two posts?**

**Fios air mar a tha an dreuchd air a roinn / Info on job share**

Ma tha an dreuchd air a roinn, leigibh fios dhuinn air mar a tha an dreuchd air a roinn eadar an dà neach no gum bi an dà neach ag obair còmhla.

If a job share, let us know how the post is shared between two people or how the two posts will interact with each other.

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**\*An e dreuchd ùr no sìneadh air dreuchd a tha seo? / Is this a new post or a continuation of an existing post?**

**Ma tha sibh air taic-airgid Bòrd na Gàidhlig fhaighinn airson na phròiseact a-cheana, taghadh an còd taic-airgid airson an aonta mu dheireadh agaibh / If you have received Bòrd na Gàidhlig funding for the project previously, choose the funding code for your most recent agreement.**

**Leasachadh an dreuchd / Developing the post**

Innsibh dhuinn mu atharrachaidhean no leasachaidhean a tha sibh ag amas a dhèanamh san ùine ri thighinn gus buaidh a bharrachd fhaighinn bhon dreuchd (mu thimcheall air 200 facal).

Please let us know of any changes or developments that you hope to make in the upcoming period to ensure further impact from the officer's work compared with the post to date (in around 200 words).

​

**Taic-airgid bho tùsan eile / Other funding sources**

Leigibh fios dhuinn ma bha an dreuchd seo air a mhaoineachadh le buidhnean eile (each Bòrd na Gàidhlig)san àm a dh' fhalbh, dè an taic a fhuair sibh. Mur eil an taic seo gu bhith leantainn, no mur eil, carson nach eil sin leantainn.

Let us know if this post has been funded by other sources than Bòrd na Gàidhlig in the past, how much was awarded, and whether this support will continue. If previous support will not continue, let us know why.

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**\*Ceann-là tòisichidh / Requested Funding Start Date**

**\*Ceann-là crìochnachaidh / Requested Funding End Date**

*Cuimhnichibh gum faodaidh am maoineachadh a' tòiseachadh bho 1 Iuchar 2025 aig a char as tràithe is crìochnachadh air 31 Màrt 2028 aig a char as fhaide.*

*Please note that funding can begin from 1 July 2025 at the earliest and end on 31 March 2028 at the latest.*

**Prìomhachasan na sgeama / Priorities of the scheme**

\*Ciamar a bhios an dreuchd a' cur ri amasan na leanas den mhaoin? / How will your post contribute to the following aims of the fund?

* Cumail taic ri cleachdadh làitheil den Ghàidhlig ann an coimhearsnachdan

Support day-to-day use of Gaelic in communities

* Toirt leasachadh air planaichean Gàidhlig coimhearsnachd

Further develop community Gaelic language plans

* Cumail taic ri ionadan Gàidhlig is tachartasan annta

Support Gaelic centres and activity within them

* A’ dol an sàs ann an obair ann an com-pàirt eadar bhuidhnean a tha lìbhrigeadh seirbheisean Gàidhlig

Engage in partnership working between organisations in delivering Gaelic services

​

**\*Buaidh air a' Ghàidhlig / Impact on Gaelic**

Ciamar a tha sibh an dùil a bhios obair an oifigear seo a' toirt fàs air cleachdadh is ionnsachadh na Gàidhlig sa choimhearsnachd agaibh? (mu thimcheall air 350 facal)

How do you expect that the officer's work will grow the use and learning of Gaelic within your community? (in around 350 words)

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**\*Co-obrachadh sa choimhearsnachd / Community partnerships**

Ciamar a tha sibh an dùil a bhith co-obrachadh le bhuidhnean eile sa choimhearsnachd a thaobh na Gàidhlig? Thoiribh seachad eisimpleirean air mar a bhios an oifigear ag obair le buidhnean is oifigearan Gàidhlig eile (mu thimcheall air 350 facail).

How do you expect to work with other organisations in the community in terms of Gaelic? Please provide examples of how the officer will work with other groups and Gaelic officers (in around 350 words)

​

A' lìbhrigeadh is a' sgrùdadh am pròiseact / Delivering and monitoring the project

**\*Sgioba-taic an dreuchd / Post support team**

Cò bhios a’ toirt stiùireadh-sreatha no comhairle dhan neach san dreuchd is dè an t-eòlas a th’ aca air a bhith a’ lìbhrigeadh obair Ghàidhlig is stiùireadh luchd-obrach? (mu thimcheall air 200 facal)

Who will be providing line-management or guidance to the postholder and what experience do they have in delivering Gaelic work and managing staff? (in around 200 words)

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**\*Dè an uimhir de dh’obair an oifigeir a thèid a lìbhrigeadh tro mheadhan na Gàidhlig? / How much of the officer’s work will be delivered through the medium of Gaelic?**

**\*Builean/PCCan air am moladh / Proposed outcomes/KPIs**

Dè na builean a tha sibh an duil a choileanadh leis an dreuchd seo is dè na thargaidean/PCCan a tha sibh moladh airson dearbhadh gu bheil na builean air a choileanadh. Bu chòir na PCCan seo sealltainn adhartais ann am bliadhna 1, 2 is 3 (airson iarrtasan ioma-bhliadhna),

What outcomes do you hope to achieve with this post and what targets/KPIs would you propose to show that these outcomes are being achieved? Ideally these KPIs should set out progress in year 1, 2, 3 (for multi-year applications).

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**\*Sgrùdadh is fios air ais / Monitoring & Feedback**

Ciamar a tha sibh an dùil fios fhaighinn bho buill a' choimhearsnachd air buaidh obair an oifigear air cleachdadh na Gàidhlig? (mu thimcheall air 200 facal)

How will you gather feedback from community members about the impact of the officers' work on Gaelic use? (in around 200 words)

​

Ionmhais / Finance

**\*Cosgaisean iomlan an dreuchd / Total costs of the post**

**\*Suim air sireadh bho Bòrd na Gàidhlig (gu h-iomlan) / Sum requested from Bòrd na Gàidhlig (in total)**

*Bu chòir na figearan gu h-àrd a bhith gabhail a-steach an ùine gu lèir ris a bheil sibh sireadh taic (m.e. eadar 1 Iuchar 2025 is 31 Màrt 2028).*

*The figures above should cover the total period for which you are requesting support (e.g. between 1 July 2025 and 31 March 2028).*

Suim air iarraidh / Sum requested

|  |  |
| --- | --- |
| 07/2025 - 03/2026 |  |
| 04/2026 - 03/2027 |  |
| 04/2027 - 03/2028 |  |

**Teachd-a-steach is Cosgaisean / Income and Expenditure**

Ideally, each individual year (2025/26, 2026/27, 2027/28 should be entered as separate budgets).

Teachd-a-steach / Income

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 07/25-03/26 | 04/26 – 03/27 | 04/27 – 03/28 | TOTAL |
|  |  |  |  |  |
|  |  |  |  |  |
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Cosgaisean / Expenditure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 07/25-03/26 | 04/26 – 03/27 | 04/27 – 03/28 | TOTAL |
|  |  |  |  |  |
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*Ma tha buidseat agaibh ann an cruth eadar-dhealaichte (m.e. Excel), luchdaichibh sin suas an seo. Faodaidh sibh seo a dhèanamh seach an goireas air-loidhne gu h-àrd a chleachdadh.*

*If you have prepared a budget in a different format (e.g. Excel), please upload this here. You may upload a budget rather than use the online tool above.*

**Nòtaichean sam bith air a’ bhuidseat (ma tha seo a dhìth) / Any notes on the budget (if required)**

Cuiribh a-steach fiosrachadh air mar a tha am buidseat air a thomhais, m.e. air airgead a tha aontaichte/dùil ris, ma tha atmhorachd/àrdachaidhean tuarastal air a chur ann

Please include information on how the budget is estimated, e.g. sums approved/pending, if inflation/salary increases are included

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 Cùisean Corporra / Corporate Affairs

**\*Dleastanasan sòisealta / Social responsibilities**

Leig fios dhuinn (mu thimcheall air 200 facal) mar a bhios am pròiseact agaibh:

• Ag amas air buaidh air an àrainneachd a lùghdachadh

• A’ brosnachadh co-ionannachd chothroman dhaibhsan aig a bheil feart dìonte

• A’ brosnachadh chothroman do dhaoine òga a tha, no a tha air a bhith, fo chùram

Let us know (in in around 200 words) how your project will:

• Aim to reduce its environmental impact

• Promote equality of opportunity for those with a protected characteristic

• Promote opportunities for young people who are, or have been, in care

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**Aithneachadh taic-airgid / Acknowledging funding support**

Thoiribh fios dhuinn air mar a bhios sibh ag aithneachadh taic-airgid Bòrd na Gàidhlig an lùib a’ phròiseict is sanasachd agaibh (mu thimcheall air 150 facal). Tha comhairle ri faighinn air seo san Stiùireadh Aithneachaidh againn.

Please let us know how you will acknowledge Bòrd na Gàidhlig’s funding as part of the project and your publicity efforts (in around 150 words). Advice on this is available via our Acknowledgement Guidance.

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**Fiosrachadh sam bith eile / Any further information**

Thoiribh fios dhuinn air rud sam bith eile a tha sibh airson a ràdh mu dheidhinn na dreuchd(an) no airson taic a chur ris an iarrtas agaibh. Ma tha sibh air pàipearan-taic a chur ris an iarrtas, thoiribh iomradh orra an seo.

Please let us know if there is anything else you would like to tell us about your post(s) or to support your application. If you have uploaded supporting documentation for your application, please provide an overview of this here.

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**Dearbhadh / Confirmation**

Tha mi a’ dearbhadh gu bheil mi air stiùireadh na maoine a leughadh agus gu bheil am fiosrachadh a thug mi seachad san fhoirm seo ceart cho fhad ’s as aithne dhomh agus gu bheil cead agam às leth na buidhne agam an t-iarrtas seo a chur a-steach.

Tha mi a’ tuigsinn gun cleachd Bòrd na Gàidhlig am fiosrachadh san fhoirm seo a rèir na h-Aithris Prìobhaideachd aige, agus gum faodadh seo a bhith a’ gabhail a-steach fiosrachadh pearsanta (mar a tha air a mhìneachadh fo Achd Dìon Dàta 2018 agus fon Riaghailt Choitcheann airson Dìon Dàta (GDPR)), gus dèiligeadh ris an iarrtas seo airson tabhartas. Ma shoirbhicheas leis an iarrtas agaibh, dh’fhaodte cuideachd gun tèid am fiosrachadh a chleachdadh ann a bhith a’ dèanamh cinnteach gun tèid teirmichean agus cumhachan a’ chùmhnaint maoineachaidh a choileanadh agus gun tèid cumail ri dleastanasan laghail.

Tha mi a' tuigsinn gum feum Bòrd na Gàidhlig cumail ri Achd Saorsa an Fhiosrachaidh (Alba) 2002, agus mar sin dh'fhaodadh gum feum sibh fiosrachadh a tha co-cheangailte ris an iarrtas seo fhoillseachadh gu poblach mura h-eil bacadh sònraichte air.

Tha mi a’ tuigsinn ma thèid aontachadh taic-airgid a thoirt dhan phròiseact gum faod Bòrd na Gàidhlig fios mun phròiseact a shealltainn an cois fiosrachaidh a thèid fhoillseachadh mu thabhartasan a thugadh seachad, a’ gabhail a-steach ainm na buidhne agus an t-sùim a fhuair iad.

I confirm that I have read the fund guidelines and that the information provided on this form is correct to the best of my knowledge and that I am authorised on behalf of my organisation to make this application.

I understand that Bòrd na Gàidhlig will use information provided on this form in line with its privacy notice, which may include personal data (as defined by the Data Protection Act 2018 and the General Data Protection Regulation (GDPR)), for the purposes of processing this application for assistance. Where the application is successful, information may also be used to manage the funding contract terms and conditions as well as comply with legal obligations.

I understand that Bòrd na Gàidhlig is subject to the Freedom of Information (Scotland) Act 2002, and therefore may be required to make information relating to this application publicly available unless it is subject to an exemption.

I understand that if funding is agreed for this project that Bòrd na Gàidhlig may include this project in information published about grants awarded, including the organisation’s name and the amount awarded.

 **\*Tha mi a' dearbhadh gu bheil mi a' gabhail ri cumhaichean na maoine gu h-àrd / I confirm that I agree to terms of the fund as outlined above.**

**Obair Cothromach / Fair Work First**

Tha e na dleastanas oirnn mar bhuidheann poblach a bhith leantainn stiùireadh Fair Work First aig Riaghaltas na h-Alba, is mar sin feumaidh sibh, ma tha sibh soirbheachail, a bhith:

Pàigheadh Tuarastal Bìth-beòr fìo ri luchd-obrach (air ainmeachadh le Living Wage Scotland is air a chur an cèill aig https://scottishlivingwage.org/ agus air ùrachadh bho àm gu àm)

A’ toirt cothrom iomchaidh do luchd-obrach gus guth aca a thogail, m.e aithneachadh aonadh-ciùird

Feumaidh sibh dearbhadh aig an ìre 'sa gu bheil sibh leantainn na poileasaidh seo ma tha sibh soirbheachail gun cumaidh sibh oirbh a bhith leantainn na poileasaidh.

We are required as a public body to follow the Scottish Government's Fair Work First guidance, and as such you must, if you are successful in your application:

Pay at least the real Living Wage (as determined by Living Wage Scotland and publicised at https://scottishlivingwage.org/ and updated from time-to-time)

Provide appropriate channels for effective workers’ voice, such as trade union recognition

You must confirm at this stage that you currently follow this policy and will continue to do this if you are successful.

 **\* Tha mi a' dearbhadh gu bheil am buidheann againn gu bhith leantainn am poileasaidh Obair Cothromach aig Riaghaltas na h-Alba tro fhaid na phròiseict / I confirm that our organisation will comply with the Scottish Government's Fair Work First policy throughout the duration of the project.**

Ciamar a chuala tu mu dheidhinn na maoine seo? (neo-riatanach) / How did you hear about this fund? (optional)

* Beul air bheul / Word of mouth
* Cuairt-litir post-d / Email newsletter
* Meadhanan sòisealta / Social media
* Pàipear-naidheachd / Newspaper
* Seisean fiosrachaidh / Information session
* Eile / Other