

January 2024 version

## Spokes Cargobike support for Community Organisations

We are keen to see more cargobikes in Edinburgh and the Lothians towns, to demonstrate that environmentally positive methods of distribution are coming! Note that our offer is *only* for organisations based in Edinburgh or the Lothians.

Thanks to very generous donations from our 1000+ members, and occasional outside donors, Spokes currently offers grants to community and voluntary organisations (and occasionally other organisations, including micro-businesses) towards the cost of purchasing a cargo bike. Recent kind [Galashan Trust](#) support enabled us to raise the maximum grant we offer.

 THE GALASHAN TRUST

- For **registered charities or SCIOs** grants will normally be up to £3000 or 50% of the cost, whichever is least.
- For other **non-profit community groups** grants will normally be up to £2000 or 50% of the cost, whichever is least.
- For **other small organisations/ micro-businesses** we also offer up to £2000 or 50%, whichever is least, particularly if there is a clear community purpose.

Grants (and the amount granted) are entirely at Spokes discretion, but we are more likely to provide a grant if the main other sources of funding are through your own fundraising efforts rather than from a major body such as Sustrans or the Scottish Government.

An organisation which has already received a grant may reapply, at a later date, for a grant towards a further cargobike. However, a very strong case will be needed, such as evidence that the original cargobike is and will continue to be well used and that there is a strong need for an additional and/or different cargobike.

We will normally expect the following conditions to apply – to help us be as sure as possible that the cargo bike will be fit for purpose, secure and well used.

### Conditions of grant

1. **You must assure us of secure storage and of theft insurance**
2. **Your project should show evidence of continuity.** Normally we would expect the cargobike to be used to expand, replace or improve some existing purpose that you already undertake – not to be a completely new project where continuity and effectiveness are still unknown. For example, we are more likely to support a project which already has an established distribution, for example by van or by ordinary bike, and you wish to replace or expand these methods with a cargobike.
3. **Your cargo bike should normally be purchased from a local bike business** in Edinburgh or Lothian – not from a chain like Evans, Halfords or Cycle Republic and not from the internet. It can be new or 2nd-hand.
4. **You must discuss your needs and choice of model with either the coordinator at [CargoBikeMovement](#) or David Gardiner ([Laidback Bikes](#)) or both**, to ensure it is fit for the purposes you have in mind (but you need not buy through them). CargoBikeMovement has a lot of experience in transporting goods, and David in machines for transporting children, but you will probably learn most by speaking to both.
5. **The cargobike must display wording to acknowledge the Spokes contribution.** For example, our logo and Cargo bike supported by [spokes.org.uk](http://spokes.org.uk). Our [cargobike web page](#) has sample artwork.
6. **Once the cargo bike is in use** please send us, within 3 months, a short report of how you are getting on with it (*including any problems*) and one or two pictures of it in use.

## Applications and more info about Cargo Bikes

**To apply for a grant** please go to our cargobike web page, complete the application form, and email it to [spokes@spokes.org.uk](mailto:spokes@spokes.org.uk).

Cargo bike web page... [www.spokes.org.uk/documents/advice/cargo-bikes](http://www.spokes.org.uk/documents/advice/cargo-bikes)

## How and when the grant will be paid

If we approve your grant, we will reserve the sum for you for up to 6 months. However, the grant will only be paid once you have placed the order - or when you have everything sorted and are about to place the order.

**Once you have placed the order, or are about to do so**, please email us with the following details and, assuming all is in line with our above terms and conditions, our treasurer will then pay out the agreed sum...

- Name of shop supplying the cargo bike
- Make and model of cargo bike
- Total cost
- A copy of the invoice, or other proof of purchase
- The funding sources you are using to make up the total cost
- Your bank details (unless you wish us to pay the shop direct)