NETWORK SUPPORT GRANT

Section 19 and/or Section 22 Community Transport

**Pre-registration Eligibility Checklist**

This form must be completed by organisations who provide services under Section 19 and/or Section 22 of the Transport Act 1985.

To claim NSG you must hold valid permits for the duration of the claim period. Your vehicles must also carry 9 or more passengers in line with the permit conditions set by the Office of the Traffic Commissioner.

Please complete all relevant sections below to specify whether you are claiming under Section 19 and/or Section 22 and in all cases you must complete the declaration also.

This pre-registration template must be completed to confirm your eligibility to apply for NSG Community Transport. Once your eligibility is confirmed we will issue you the relevant grant claim form at the appropriate time.

You must return this completed form with a copy of your Section 19 and/or Section 22 Permit(s) to schemesandgrants@transport.gov.scot

**Section 19**

If you provide eligible services that qualify you to receive NSG Community Transport through Section 19 of the Transport Act 1985, please indicate under which categories you wish to apply by ticking the appropriate box(es) below (you may be eligible in more than one category).

Please also give a broad estimate of the proportion or percentage of persons carried, in terms of your overall business, for each category stated. If any of the categories you have ticked below are not detailed in the literature you provide with your application, then you must confirm these details separately, i.e. rough numbers carried, to where, and how often. If you are claiming under category (e) please read the respective notes carefully.

* a) persons who have attained the age of 60 years;
* b) disabled persons;
* c) persons in receipt of income support under section 124 of the Social Security Contributions and Benefits Act 1992;
* d) persons in receipt of jobseeker's allowance under the Jobseekers Act 1995;
* dd) persons in receipt of employment and support allowance payable under Part 1 of the Welfare Reform Act 2007.
* (e) persons suffering a degree of social exclusion by virtue of unemployment, poverty or other economic factor, homelessness, geographical remoteness, ill health, or religious or cultural mores. **Please specify below which of the sub-categories in (e) above are relevant to your organisation and provide supporting documents/information. If the persons you have listed under this sub-category do not include either, persons in category (a) or (b), and you are claiming for homelessness, geographical remoteness (the inclusion of a map indicating the pick-up points would greatly assist in assessing this sub-category), ill health, or religious or cultural mores, then you must explain fully the circumstances of the persons under each sub-category, i.e. what is the purpose of the journey and how often it is undertaken. Unless we receive sufficient background information on each sub-category, you will not be eligible to claim until we are satisfied either that, you have provided enough information and are allowed to claim for this sub-category, or we have decided that you are not eligible to claim under the particular sub-category.**
* f) persons who believe that it would be unsafe for them to use any public passenger transport services. **Please briefly explain below the circumstances under which the persons you are providing services for consider** **it would be unsafe for them to use any public passenger transport services.**
* g) carers or persons under 16 years of age accompanying any of the foregoing.

**Estimate of carriage:**

Proportion or percentage of persons carried under category (a) =

Proportion or percentage of persons carried under category (b) =

Proportion or percentage of persons carried under category (c) =

Proportion or percentage of persons carried under category (d) =

Proportion or percentage of persons carried under each of the sub-categories included under (e) =

Proportion or percentage of persons carried under category (f) =

Proportion or percentage of persons carried under category (g) =

**Section 22**

If you provide eligible services that qualify you to receive NSG Community Transport through Section 22 of the Transport Act 1985, please tick box below

* My organisation wishes to claim NSG Community Transport under Section 22 of the Transport Act 1985 (services available to the general public on a not for profit basis)

**Declaration (to be completed in all cases)**

My organisation provides certain services that are used wholly or mainly by persons in the categories ticked above and with respect to which the organisation wishes to apply for Network Support Grant Community Transport.

I declare that the details supplied above are accurate and correct to the best of my knowledge as at the time of completion.

ORGANISATION NAME: …………………………………………………………..

FULL NAME: ………………………………………………………………………..

JOB TITLE: ………………………………………………………………………….

SIGNED: ……………………………………………………….……………………

DATE: ……………………………………………………………..…………………

E-MAIL ADDRESS: ………………………………………………………………...

ADDRESS (including Post Code): ………………………………………………..

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Please email your completed form and a copy of your Section 19 and/or Section 22 permit(s) to schemesandgrants@transport.gov.scot

The general terms and conditions in respect of any award of NSG can be found in the NSG Guidance on the [**Transport Scotland website**](https://www.transport.gov.scot/public-transport/buses/)