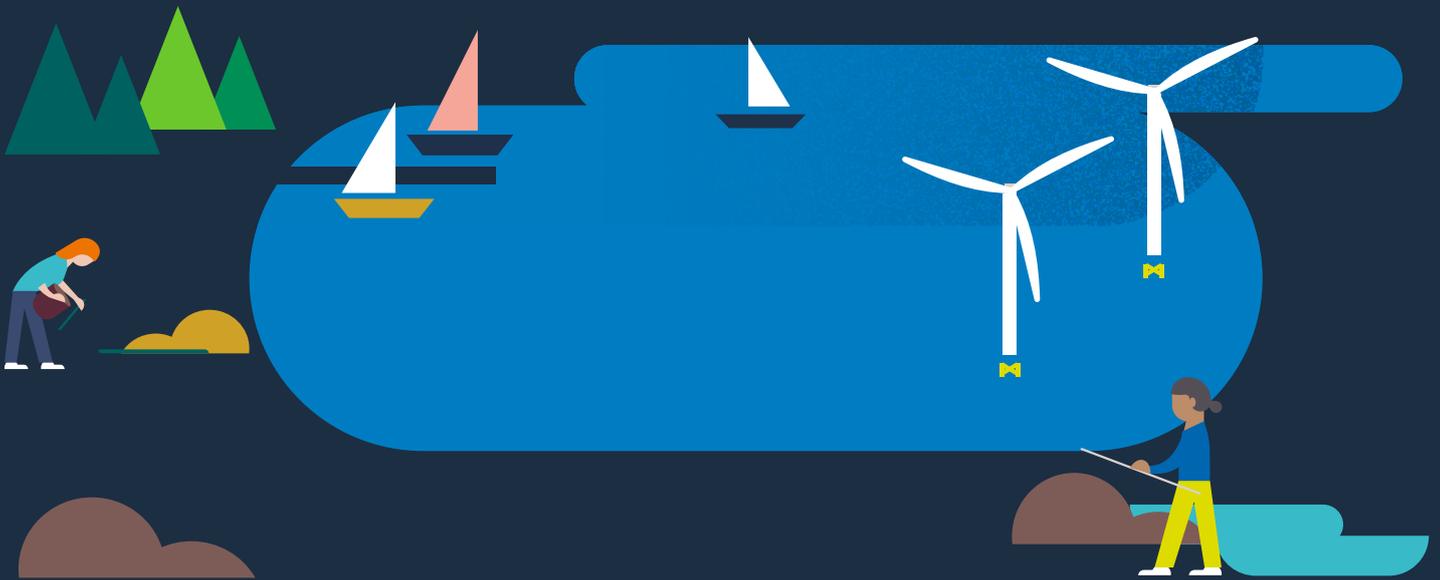


Sustainable Communities Fund • Environment Grant

Guidance document



Guidance for Applicants to Crown Estate Scotland's Environment Grants Programme

The Environment Grants Programme is part of Crown Estate Scotland's Sustainable Communities Fund. The fund is a three year programme and has been created to support local regeneration and sustainable development. A total of £100,000 will be available each year for Environment Grants with grants of between £5,000 and £20,000 for individual projects.

The objective of the Environment Grants Programme is to provide funding to Crown Estate Scotland tenants for environmental projects on the Scottish Crown Estate which will deliver lasting and demonstrable environmental benefits.

Typical projects could include:

- initiatives to increase local biodiversity;
- making the local environment more attractive through, for example, planting and landscaping;
- facilitating a change to greener ways of operating e.g. measures to support recycling or waste reduction; enabling green travel; activities that reduce flood risk, pollution or carbon emissions; and
- materials providing information e.g. display boards about the local environment.

The grant programme is open to all Crown Estate Scotland tenants. Applicants must have a current occupation agreement with us at the time of application and at the time when monies will be awarded (i.e. February 2021)

Priority will be given to projects which are able to demonstrate benefits to the local community as well as environmental benefits.

Application process

The application form is available on our website and should be submitted to environmentgrants@crownestatescotland.com. If you would prefer a paper copy, please contact us and we can post one out to you. Any queries about the grant programme or the application process should also be sent to that address.

If any statutory permissions are required to deliver the project e.g. planning permission, these must be in place at the time of application and relevant documentation provided with the application.

If you have a copy of your Crown Estate Scotland tenancy agreement, please provide a copy with your application.

Criteria

Applicants must be existing Crown Estate Scotland tenants.

Projects must be completed within 18 months of receipt of funding.

Projects must be wholly located within your existing tenanted area.

Details of funding and resources for any future maintenance or upkeep costs associated with the project should be provided in the application.

Projects must demonstrate that they will result in lasting environmental benefits and priority will be given to projects that can also demonstrate local community benefits.

Funding

Monies can be used in conjunction with other sources of funding. Other sources of funding must be approved at the time of application and details of other funding sources provided in your application.

Funding cannot be used for:

- activities that are understood to be a statutory responsibility
- pre-existing costs that your organisation already incurred as a result of its day to day activities
- costs associated with the day to day running of your organisation

There is no requirement for projects to have other sources of funding.

Applicants must identify any other sources of funding from public sector organisations in their application¹.

Funding can be used for design costs, labour, equipment and materials to deliver the project.

Monies will be provided to successful applicants in one instalment in February 2021.

The grant will be a one-off payment.

¹ In line with state aid rules, financial support from public sector organisations in relation to any commercial or economic activity cannot exceed more than a total of 200,000 euros over a three year period.

Successful projects

Decisions will be made by Crown Estate Scotland and are final.

For projects awarded a grant, quarterly progress reports will be required until the project is completed. A template will be provided for these reports.

A completion report is to be submitted within three months of the completion of the project.

This should provide a summary of the project, a description of the benefits derived from the project (if known at this time), any issues and learnings from the process, and before and after photos.

Details of successful projects may be included in Crown Estate Scotland publications.

Timeline

Thursday 30 July 2020 – fund launches.

12 noon on Monday 5 October 2020 – deadline for applications.

January 2021 – decision on successful projects and successful applicants notified.

February 2021 – monies awarded.

Data Protection

Our Data Protection policy and Privacy Notice for Tenants will apply to all applications (<https://www.crownestatescotland.com/maps-and-publications>)