



**Crown Estate  
Scotland**  
Oighreachd a' Chrùin Alba

Sustainable Communities Fund • Environment Grant

# Application form



Please read the accompanying guidance document  
before completing this form

## Section 1 - Contact details

Name

Note that to be eligible for an Environment Grant, **you must be a tenant of Crown Estate Scotland**. Please indicate whether you are:

The Tenant

A representative of the Tenant

Organisation (if applicable)

Company/Charity Registration Number (if applicable)

Position

Email address

Telephone number

Correspondence address

## Section 2 - Tenancy agreement

Name of tenant/s or business name

Location

Type of activity

Expiry date (if applicable)

## Section 3 - Proposed project

### i) Project description

In less than 400 words, describe the project that the grant will be used for and provide detailed information regarding the environmental benefits and details of any engagement with stakeholders e.g. NatureScot, SEPA, local community groups etc (see guidance notes for further information). The description of the benefits should also include details of when the benefits are expected to be realised and risks to the delivery of the benefits.

Location of project (please provide address or OS grid reference). A location plan should be attached to your application.

Is the application within your existing lease area?

Yes

No

N/A

If the application is not within your existing lease area or is in a separate location to your rights, please provide the following:

- reason(s) for the location of your project including why the application is not within your leased area
- landowner details for the proposed location and written confirmation that the project has permission to proceed on that land
- any partnership working with the relevant landowner e.g joint funding or in-kind benefits.

**ii) Project costs**

What is the **total** cost of the project?

How much funding are you seeking from Crown Estate Scotland?

Are you seeking funding from other sources?

Yes

No

If you answered 'Yes' to the question above, please provide details of other sources of funding (note that additional funding is required to be confirmed when applying for monies from the Environment Fund).

If you answered 'No' to the question above, please indicate how any further costs not covered by external funding sources are being met.

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What will the grant be spent on? Please include a detailed cost breakdown here or attach a spreadsheet containing such a breakdown to your application.

### iii) Project delivery

What is the timeline for undertaking the project and when will costs be incurred? Note that applications must demonstrate that the project will be complete within 18 months of receipt of funding.

What personnel will be required to deliver the project and who will manage the delivery of the project?

Will there be ongoing maintenance associated with the project? If yes, who will be responsible for this and how will it be funded?



## Section 4 - Fair Work First

Details regarding Scottish Government's Fair Work First initiative are provided in the accompanying Guidance Document.

Does the applicant pay their staff the real Living Wage?

Yes

No

Do the employees of the applicant have access to effective voice channels such as 1:2:1s, staff engagement surveys or suggestion schemes?

Yes

No

If you have answered "No" to either of the above questions, please provide additional information about when you expect to have these requirements in place..

## Section 5 - Other information

Is there any further information you would like to provide in support of your application, e.g. equality and diversity benefits associated with the project?

## Section 6 - Documentation

What documentation do we need to see?

e.g. plan showing location of proposed works

e.g. copy of quotes etc

e.g. copy of any necessary permissions

e.g. spreadsheet with detailed costs

e.g. correspondence with relevant stakeholders

# Declaration

**I confirm that the information provided in this application is correct and that I am authorised to make the application.**

**I understand that decisions made by Crown Estate Scotland are final.**

Name

Signature

Date