



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

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 delivering lasting and demonstrable benefits across Scotland.

Typical projects could include:

- providing natural climate solutions e.g. riparian planting or initiatives to increase local biodiversity;
- environmental education materials e.g. display boards about the local environment; and
- 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 projects that enable a circular economy approach.

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. March 2023).

To support Scottish Government's Fair Wage First initiative, where grant monies will be used for labour costs, applications should demonstrate how the salary/wage rate has been arrived at and demonstrate that the salary meets the "Real Living Wage" as accredited by the Living Wage Foundation (<https://www.livingwage.org.uk>).

Crown Estate Scotland welcome applications which can provide equality and diversity 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 had relevant discussions about statutory permissions and the outcome has been that no permission is required, please provide details.

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

Applicants are requested to provide as much detail as possible as to the environmental benefits of the proposed project.

Details of any engagement with stakeholders which support your assessment of the benefits should also be provided.

Please also indicate the timeframe in which the benefits are expected to be realised.

Criteria

Applicants must be existing Crown Estate Scotland tenants.

Projects must demonstrate they will result in lasting environmental benefits.

Where possible, projects should be wholly located within your existing tenanted area. However, we recognise that this may not always be possible or this approach could limit the benefits that can be realised through a project. In these scenarios, projects can be located solely on land adjacent to your tenanted area or on a combination of adjacent land and your tenanted area.

Given the nature of our wild fisheries agreements, there is no spatial criteria for applications from wild fisheries tenants but you must demonstrate that the proposed project and the associated benefits are related to your rights.

Where a project is proposed on a separate landholding, evidence of the landowner's permission to undertake the works should be provided. If another landowner is involved, partnership working including leverage of joint funding is encouraged.

Where relevant, applications should provide details of any engagement with other organisations e.g. Nature Scot, SEPA, local community groups.

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

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

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.

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 application.

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

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
- repairs and maintenance

Monies will be provided to successful applicants in one instalment in March 2023.

The grant will be a one-off payment.

Successful projects

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

For projects awarded a grant, six-monthly 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 18 August 2022 – fund launches.

12 noon on Monday 17 October 2022 – deadline for applications.

January 2023 – decision on successful projects and successful applicants notified.

March 2023 – monies awarded.

Data Protection

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