



**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 has been created to support local regeneration and sustainable development. A total of £125,000 is 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 proposed projects delivering lasting and demonstrable environmental benefits across Scotland.

Typical projects could include:

- Biodiversity projects to restore and regenerate the local environment, for example biodiversity planting and the removal of invasive non-native species, in line with the new [Scottish Biodiversity Strategy](#)
- Providing natural climate solutions e.g. riparian planting and restoring watercourses;
- 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 2024). Priority will be given to projects which provide wider benefits rather than primarily benefiting private businesses or individuals, e.g. renewables projects which will benefit community organisations or active travel measures that can be used by the local community.

The programme has been heavily oversubscribed in recent years so we encourage applicants to provide as much information as possible on the importance of the proposed project to the applicant, the environment, the wider community and the Scottish Crown Estate, as relevant.

The Scottish Government's [Fair Work First](#) initiative now requires fair work criteria to be incorporated into public sector grants. For the Environment Grants, this means that all grant-seeking organisations are expected to be paying the "Real Living Wage", as accredited by the [Living Wage Foundation](#), and providing access to effective voice channels. Effective voice channels can include the opportunity for 1:2:1s with line managers, staff surveys and suggestion schemes. This criteria applies even if you aren't seeking funds for salaries.

While evidence is not being requested at application stage, we may require to see evidence before any grant is awarded. If you are not currently paying the Real Living Wage and/or providing effective voice channels, please provide details of when and how you intend to this.

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.

Applicants are requested to provide as much detail as possible as to the environmental benefits of the proposed project. Where possible, these benefits should be quantified e.g., length of hedgerows planted, number of trees planted, carbon savings per year, likely number of users of green travel facilities, etc. Please accompany this with evidence to support these claims, as this will strengthen your application.

Details of any engagement or partnership working with stakeholders which support your assessment of the benefits should also be provided. Letters of support from external organisations are encouraged.

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 2024.

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

Monday 21 August 2023 – fund launches.

Monday 23 October 2023 at 12 noon – deadline for applications.

February 2024 – decision on successful projects and successful applicants notified.

March 2024 – 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>)