

Community Woodland Network Grant Application Form 2009/10

Grant Terms & Conditions 2009/10

1. Funding will be up to a maximum value of £1000 per group.
2. Preference will be given to groups that have not had a grant from us before.
3. We will not be accepting grant applications from groups who have had funding from us in 2007/8 and 2008/9 (**unless it is an application for tree planting.**)
4. Applications need to be received at the Woodland Trust no later than the 30th June 2009.
5. Each Community Woodland Group can only apply for one CWN grant.
6. This year we are particularly keen to receive applications for tree planting projects and preference will be given to such projects, materials can include -
 - Trees, shelters and canes (**see appendix 1 below**)
 - Training (first aid, leadership skills, woodland management etc).
 - Tools for woodland management as appropriate.
 - Activities and events to promote the work of the group, attracting new members for example.
7. All applications need to be from community woodland groups that are properly constituted (i.e. have a constitution and are an association, friends group, trust etc and have a committee or leadership structure.) We can help you with this process if necessary.
8. We also require confirmation of your group's insurance cover.
9. The majority (75%) of the activities undertaken by the group should relate to woodland conservation rather than managing other habitats.
10. The group must provide details of their banking arrangements; and be able to identify the income and expenditure in relation to the grant.
11. Full details will be required of project location, address and grid reference.
12. Applicants should supply details of one independent referee who can comment on the group (Site manager, landowner or local authority officer for example).

13. Where a third party owns the woodland: a letter of support from the landowner should be provided. This can be the same person as the above referee if required.
14. Details of your plan for managing the wood or tree planting area (your management plan) should also be included.
15. Successful applicants will need to spend the grant by the end of December 2009.
16. For all successful applications, proof of purchase (i.e. copy invoice) will be required for all items. We may in some cases request the original invoices.
17. For all successful applicants, proof of payment in the form of a copy of your bank statement with payment of invoice highlighted will be required.
18. In some situations The Woodland Trust may reserve the right to organise and purchase the items required.
19. All successful applicants will be required to report in writing on how the grant was used no later than 31st January 2010.
20. The decision of the Woodland Trust in respect to applications shall be final.
21. A Woodland Trust representative may visit your project to assess your application.
22. If any terms or conditions set out in this application are breached then the Woodland Trust may require repayment of the grant.
23. If the grant is not spent by the group by the 31st December 2009 then it will need to be repaid to the Woodland Trust.
24. All information provided is true and accurate at the time of making the application.
25. Applications will be judged at the start of July and successful applicants informed no later than the end of July 2009

Appendix 1 - applicable to tree planting projects

What type of tree planting projects are applicable?

Tree planting projects organised by the community. The project will involve the planting of native broadleaf trees, and are on sites that have all the necessary consents from the landowner for the planting activity. Please note we only fund projects taking place on publicly accessible land. We do not fund events that are restricted, it needs to be open to all who wish to attend from the community.

What project costs does the grant cover?

The grant covers costs directly related to the tree planting project. For example;

- Purchase of native trees (preferably small transplants rather than larger specimens)
- Maximum cost per tree of £1 (or contribution towards each tree purchased)
- Purchase of other tree planting materials
- Publicity costs

Tree planting criteria checklist

Please ensure you meet the following criteria:

- You are a constituted community group
- You have a bank account
- You have insurance cover for your activities
- The event will involve the planting of native broadleaf trees
- It is publicly accessible land
- The wider community can attend eg it isn't a restricted event, it's open to all
- You have the landowner's consent
- It is on land suitable for tree planting
- You have a plan for the maintenance of the trees once planted