

**Cranborne Chase and Chalke Valley
Landscape Partnership Scheme**

**NL3 Wonderful Woodlands
Capital Grants Programme**

Guidance for Applicants



**CHASE & CHALKE
LANDSCAPE PARTNERSHIP**



Capital Grants Programme: Guidance for Applicants

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Cranborne Chase
Area of Outstanding
Natural Beauty



**CHASE &
CHALKE**
LANDSCAPE
PARTNERSHIP



**HERITAGE
FUND**

The NL3 Wonderful Woodlands project has capital grants available in the Cranborne Chase and Chalke Valley Landscape Partnership Scheme area.

Application forms can be found at: www.cranbornechase.org.uk/chaseandchalke/

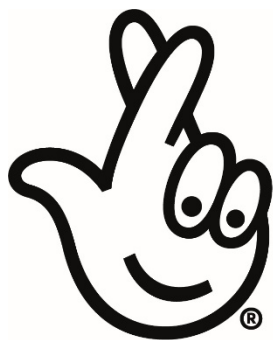
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Made possible with

**Heritage
Fund**



Introduction

The Cranborne Chase and Chalke Valley Landscape Partnership Scheme (Chase & Chalke LPS) area covers 265 square kilometres and is a beautiful, historic landscape that has been created by the interaction of man and nature over many thousands of years. The landscape is internationally important for its rolling chalk grasslands, ancient woodland, clear chalk streams, a plethora of historic monuments, historic drove roads and a cultural heritage second to none.

This area is home to many rare plants and animals and has played a key role in the history of the wider Cranborne Chase Area of Outstanding Natural Beauty (AONB), within which it lies, not least through the ancient, royal hunting forest of Cranborne Chase, the last to be disenfranchised in 1829. There have long been historical, natural and social links between the inner bounds of Cranborne Chase and the Chalke Valley.

The Chase & Chalke LPS area lies between the market towns of Shaftesbury and Blandford Forum, on the western edge, and the village of Coombe Bissett (just west of Salisbury) on the east. It encompasses an historic borderland, where the ancient shire boundaries of Dorset, Hampshire and Wiltshire coincide. The countryside we see today is an expression of the interaction between people and the landscape over the millennia. What is unique about the landscapes of the Cranborne Chase and Chalke Valley is that they exhibit a remarkable time depth not seen in other places. These landscapes bear the imprint of successive eras of human activity. This is one of the most archeologically rich and most closely studied parts of prehistoric Wessex.

The areas special qualities include its distinctive character, panoramic views, wealth of wildlife, myriad ancient droves and route ways, dark skies awash with stars and its palpable sense of history. With mists slowly forming over expansive downlands, it can be a moody, evocative landscape, with sights and sounds of bygone times never far away.

About the Partnership and the LP Scheme

The Cranborne Chase and Chalke Valley Landscape Partnership is being led by Cranborne Chase AONB, hosted through Wiltshire Council and includes Dorset County Council, Hampshire County Council, Natural England, the Forestry Commission, National Trust, Wiltshire Wildlife Trust, Wessex Rivers Trust, Dorset Local Nature Partnership, Salisbury Museum, Cranborne Chase Landscape Trust, Seeds4Success, East Dorset Antiquarian Society and local landowners. A Community Stakeholders Group also meets regularly to ensure community interests are taken fully into account as the scheme progresses.

A total of 20 projects are intended to improve habitats, help discover and protect heritage, develop countryside management skills alongside volunteering and significantly raise awareness and connect people to this landscape. The work is funded primarily by the National Lottery Heritage Fund with contributions from many partners including Trusts and local organisations.

The Capital Grants Programme

The Capital Grants Programme has been devised to assist proposed work which support the Scheme's aims, which have demonstrable public benefit and that enhance the outputs and outcomes agreed for the projects.



Who can apply

In order to be eligible to apply you must:

- enhance the outputs/outcomes of the Wonderful Woodlands project of the Chase & Chalke LPS programme;
- promote benefits for the public rather than for private gain;
- be a farmer, woodland/private landowner who owns/leases land within the Chase & Chalke LPS area where the project is being delivered.

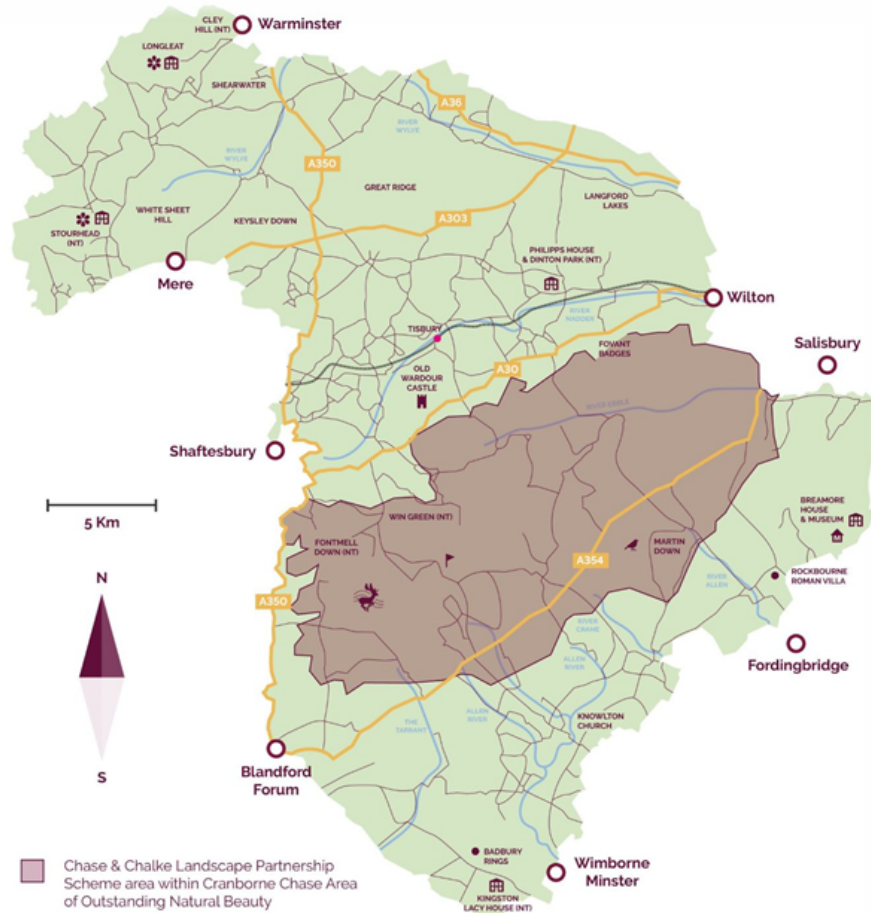
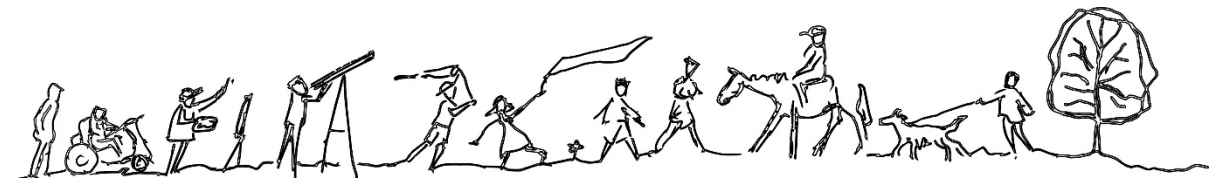


Plate 1: The Cranborne Chase and Chalke Valley Landscape Partnership area within Cranborne Chase AONB

The project:

NL3 Wonderful Woodlands

Grants to landowners: We will provide **80%** grants to landowners for helping to restore important woodland heritage features to sustain them into the future. Landowners are encouraged to trial the reintroduction of positive management techniques to see what difference it makes for wildlife, landscape and the aesthetic benefits of those using it.



What we can fund

By a project we mean work or an activity that:

- is not part of the everyday work of your farm /landownership/organisation;
- has a schedule for completion; and
- has specific aims.

What we will not fund

We will not give grants for the following works:

- feasibility studies;
- projects/work in which a significant proportion of costs could be met by other grant schemes;
- costs relating to the conversion of buildings for use as dwellings or tourist accommodation;
- projects with little or no public benefit
- projects solely involving the purchase of land or buildings;
- acquisition of assets in excess of £5,000 value per item, including legal or other transfer costs;
- the main organisational staffing and running costs of an organisation;
- projects of little clear heritage value
- academic research;
- statutory obligations;
- costs relating to the preparation of grant applications for this or other schemes; or
- projects where the matched funding is state aid based (such as Environmental Stewardship monies).

Other restrictions on funding

We will not fund work that is not good practice for the heritage or landscape of the Chase & Chalke LPS area. We only fund certain types of work if they form part of the project that meets our aims. We cannot fund standalone projects.

Neither environmental stewardship monies, Woodland Grant Scheme payments nor other sources of National Lottery funding may be used as matched funding. Volunteer time also cannot be used as match funding. Our contribution may be subject to State Aid regulations if you are involved in economic activities.

Ownership requirements

If you are successful with a Capital Grant application, we expect you to own and be the only person/organisation entitled to use any property (land, buildings and heritage items) on which you spend the grant. We will need to see proof of your ownership, as referred to in the list of supporting documents you must send with your application form. If you do not own the property, you must tell us who does.



Land and buildings

For work which involves carrying out capital work to land or buildings, we normally expect you to own the freehold or have a lease with at least 10 years left to run at the date we award any grant. Otherwise, you will need to provide a letter from the owner, saying that you have the owner's permission to carry out the work. The owner will also need to sign a letter that we will prepare, agreeing to keep to our standard terms of grant. We would not expect a Chase & Chalke LPS Capital Grant to involve buying land or buildings.

We do not accept leases with break clauses (these give one or more of the people or organisations involved the right to end the lease in certain circumstances). You must be able to sell on, sublet or mortgage your lease, but if we award you a grant you must first have our permission to do any of these.

Intellectual property

For work involving creating or using intellectual property (for example, creating a database, digital images or audio or other multimedia applications) we expect you to get all permissions, waivers and licences from any other person or organisation who may be entitled to any intellectual property rights which either exist or will be created to allow you to carry out and complete the project in line with your application, and we reserve the right to request copies of any such permissions, waivers or licences.

Permissions

You will be required to find out whether elements of your project require specific permission. Permissions do not necessarily need to be in place before you apply but supplying evidence of permission may be made a condition of any grant offered.

Examples of permissions that may be required include:

- planning permission;
- Scheduled Ancient Monument consent;
- Site of Special Scientific Interest consent.

What to read

As well as this document and the help notes on the application form, we would advise that you read the relevant sections of the Cranborne Chase and Chalke Valley Landscape Conservation Action Plan, including the outputs and outcomes for the project in question. This documentation (Project Summary) is all found on our website www.cranbornechase.org.uk/chaseandchalke.

Deadlines and acknowledgements

Once you have filled in your application and sent it to our office (by mail or email attachment), and we will acknowledge receipt. The Grants Panel will give you a decision on your application within 6 weeks of the deadline.



What we will assess

When we assess your application, we will take account of the value for money your work/project offers, the overall benefits of the work in relation to the costs, and the amount of grant you are asking for. We will also assess how far your application shows that:

- your proposed work is an appropriate response to a need or opportunity;
- your proposed work will meet our priorities for conservation;
- your proposed work is well planned and your proposals for managing it are sound;
- you are capable of carrying out the proposed work;
- your proposed work is financially realistic and there is a clear need for funding; and
- your proposed work promotes far greater levels of public benefit than private gain.

Supporting documents

You will be required to submit supporting documents as part of your application.

These will include:

- Copies of deeds, leases, mortgages or other proof of ownership if your proposed work involves work to land, buildings or heritage features;
- A small selection of photos or drawings if they help illustrate your project;
- Signed copy of most recent accounts or bank statements.

All guidance and other documents referred to in the application materials can be found on our website www.cranbornechase.org.uk/chaseandchalke

Successful applications

Managing your grant

If your application is successful we will send you a formal grant offer letter, together with a contract for you to sign and return to us. You will be able to start your proposed work as soon as you have our written permission.

We will send you documents on Managing your Grant which will contain information on drawing down your grant money and how you should keep us informed of the progress of your project in achieving its aims. This will include taking photographs of the progress of the proposed work.

Some successful applications will be conditional upon receiving additional information at the discretion of the grants panel. Examples of this may be a child protection policy or additional information on costings.

Paying grants

We will normally pay your grant in instalments to be agreed with you.

1. When you have our written permission to start the project, we will pay 50% of your grant upfront.



2. When you apply for the next 40% of your grant, you will need to send us proof that you have spent the first 50%. We will only accept proof that relates to work and activities you have described in your application and that we have agreed to fund.
3. We will pay the final 10% of your grant when your project is complete.
4. You must send us a completion report at the end of your project. We require this to enable us to release the final grant instalment.

Monitoring

In your application you will be asked to identify what you aim to achieve.

Monitoring of your project will be based on these aims, so it is very important that they are realistic and achievable. Failure to achieve them may result in grant monies being withheld.

Completing and evaluating your project

You must send us a completion report at the end of your project. It is within this report that you will tell us whether or not the project has been a success and all of the outputs have been achieved.

Buying goods, work and services

If you receive a grant you will be expected to adhere to the following procurement threshold:

Value Band - For the total value of any individual contract or purchase	Action required
£5,000+	To seek at least three written quotes

If you do not accept the lowest quote you will need to tell us why.

Project publicity and acknowledgement

Public support, understanding and appreciation are vital to the success of the Cranborne Chase and Chalke Valley Landscape Partnership Scheme and the Capital Grants programme.

If we give you a grant you must publicise and acknowledge it. We will expect you to publicise and promote your project as widely as possible in a variety of ways to:

- make sure that the public understand the project;
- contribute to the sustainability of the project;
- ensure that the Cranborne Chase and Chalke Valley Landscape Partnership Scheme and National Lottery Heritage Fund contribution is recognised.

Acknowledgement of your grant must also be clear to all visitors using your site where appropriate, on publications or displays, or to people taking part in activities using both the Cranborne Chase and Chalke Valley Landscape Partnership Scheme and National Lottery Heritage Fund contribution logos. Guidance on these will be given at the time we award your grant.

