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**Application for the
Sustainable Management Scheme –**

**Supporting Natura 2000 Restoration**

**Capital Investment**

Please read the accompanying guidance notes when completing this form. You should complete all sections which are applicable.

We may need to ask for additional information to support your application.

You are responsible for ensuring that the project is delivered in line with State Aid rules. Any award letter you receive following this application will state the relevant State Aid category. <https://gov.wales/state-aid>

Information collected will be shared with fraud prevention agencies who will use it to prevent fraud and money-laundering and to verify identity. Further details of how your information will be used by us and these fraud prevention agencies, is explained in the privacy notice noted below.

The information that you provide will be used by Welsh Government to process this application. It is necessary for us to collect this information in order for us to comply with our legal obligations under the schemes. Failure to provide all the required information may result in us being unable to undertake a full assessment of the application. The retention period for the data that we hold is explained in the attached privacy notice, together with your rights under the General Data Protection Regulation.

<https://gov.wales/docs/caecd/publications/180516-privacy-notice-en.pdf>

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| **1: PROJECT OVERVIEW** |
| **1.1** | **Project Name** |
|       |
| **1.2** | **Project Description***(* *Maximum half side of A4 page, Arial Font Size 12)* |
|       |
| Project Location |       |
| Address |       |
| Postcode |       |
| Co-ordinates (optional): |       |
| *SACs or SPAs to be improved :* |       |
| Other Protected sites (if applicable) |       |
| Proposed Start Date | DD/MM/YYYY  |
| Likely End Date:  | DD/MM/YYYY |
| Total Project Cost:  | £ | 0.00 |
| Total Grant Requested:  | £ | 0.00 |
| Proposed additional funding source(s) and amount(s):  |       |

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| **2: LANGUAGE** |
| **2.1** | **Language Preference** |
| You may submit your application in Welsh. Any application submitted in Welsh will be treated no less favourably than an application submitted in English.The language preference you select here is for your organisation.Formal correspondence and guidance will be in the language preference you select. Technical and financial information will normally be issued in English.Regardless of preference selected here, written or verbal correspondence from you may be in either language and we will aim to reply in the same.Please tick which option you prefer: |
| Welsh [ ]  | English [ ]  | Bilingual [ ]  |

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| **3: APPLICANT DETAILS** |
| **3.1** | **Lead applicant’s organisation name and address** |
| Name of business |       |
| Address |       |
| Postcode |       |
| Tel No. |       |
| E-mail |       |
| Website |       |
| **3.2** | **Company Registration Number***(if UK registered)* |       |
| **3.3** | **UK Vat Number** *(if UK VAT registered or equivalent if registered elsewhere)* |       |
| **3.4** | **Customer Reference Number (CRN)** |       |
| **3.5** | **Contact name for discussing this application** |
| Name |       |
| Position |       |
| Tel No. |       |
| E-mail |       |
| **3.6** | **If Natural Resources Wales has advised this application, please enter details** |
| Name |       |
| Role |       |
| Tel No. |       |
| E-mail |       |
| **3.7** | **Contact for enquiries** |
| Who will be the first point of contact if we need to discuss this application? *(please check one)* | Leadcontact |[ ]  NRWadviser |[ ]
| **3.8** | **Registered office address** *(if different from 3.1)* |
| Address |       |
| Postcode |       |
| **3.9** | **Lead Applicant’s Business Status** *Please indicate one of the following:* |
| Public Sector Body |[ ]  Sole Trader |[ ]
| Limited Company |[ ]  Partnership |[ ]
| Public Limited Company |[ ]  Limited Liability Partnership |[ ]
| Community Interest Company |[ ]  Community Group |  [ ]  |
| Charity (please give charity reference number)  |  [ ]  |       |
| Social Enterprise*(please specify legal structure)*   |  [ ]  |       |
| Other*(please give further details)*   |  [ ]  |       |
| **3.10** | **Lead Applicant Business Size** |
| Current number of full time equivalent (FTE) employees | 0 |
| Turnover *(in your most recent annual accounts)* | **£** | 0 |
| Balance sheet total *(in your most recent annual accounts)* | **£** | 0 |
| Year from which this information is taken |       |
| Are you a small or medium sized enterprise (SME) or a non-SME? *(refer to guidance)* |
| Small |[ ]  Medium |[ ]  Non-SME |[ ]
| If you have answered **yes** to being an SME, do you or any other partner, shareholder, member or director of your business have any interest in, or control over, any other businesses? | Yes |[ ]
|  | No |[ ]
| If Yes, please give details in the table below: |
| **Name of Business** | **Name & Position of Individual** | **% owned** | **Number of Employees** |
|       |       |       |       |
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| Have you included the last 2 years accounts as an attachment? | Yes |[ ]
|  | No |[ ]
| We need:* copies of the applicant’s and if appropriate, its parent’s or associated company’s statutory accounts for the last two years;
* management accounts to cover the period from last audited accounts to start of the financial forecasts (see above)

If there are other businesses under common control or ownership please provide latest accounts, including dormant situations |

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| **3.11** | **If you are an SME, have you or an associate business received public sector support for any other project in the past 5 years?** | Yes |[ ]  No |[ ]
|  |  |  |  |  |  |
| If **Yes**, please give details in the form below |
| Type of assistance | Date assistance was accepted | Source | Amount |
|       |       |       | £ |       |
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| **4: PROJECT DETAILS – ASSESSMENT CRITERIA** |
| You are required to complete all of the questions within this section. The response to the questions within this section is used in the competitive assessment of the application. Failure to complete this section fully will result in the application not being assessed. More information regarding the nature of the selection criteria and the weighting and scoring mechanisms can be found in the accompanying guidance. |
| **4.1** | **Clear, demonstrable benefits to a Natura 2000 (N2K) site(Maximum three sides of A4 page, Arial Font Size 12)** |
| Applicants are required to provide a brief explanation of:* The location of the proposed activities and the N2K site(s) that the actions support
* What is needed to support the N2K site that isn’t able to be funded elsewhere
* The list of actions, capital works, capital purchases required
* How and why these actions will deliver improvement to the N2K site (include here evidence of need and assurance that the project does not duplicate existing provision);
* Where actions are proposed outside the extent of an N2K site how the actions will support the resilience and connectivity of the site.
* How any actions mitigate or offer adaptation to climate change
* What the expected outputs/outcomes and eventual benefits of these actions will be. A table has been provided below to aid you.

Whilst it is important that the environmental benefits to improving the condition of the Natura 2000 site are paramount, this may also include socio-economic benefits e.g. improving accessibility, action to increase economic sustainability, educational or wellbeing capital assets.  |
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| **Output**The immediate results of specific project actions - indicate the types of actions that will help deliver the project outcomes*These are the short term/immediate actions that will support delivery of your desired outcomes*  | **Metrics**The quantity of what will you deliver?*Explain how you will deliver this action: include quantities where relevant*  | **Outcomes and Associated Benefits**What are the expected results of your actions? Explain where possible, how they will lead to outcomes that deliver economic, social, environmental and cultural benefits?*These are the medium and longer term impacts of your outputs*  |
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| **4.2** | **Project Expenditure and Value for Money(Maximum three sides of A4 page, Arial Font Size 12)** |
| In this section applicants should explain how the project’s activities will deliver value for money. The applicant should explain how the costs of the project are considered to be reasonable taking into account the scope, scale and timescale of the proposals. An excellent proposal would show how costs have been determined to be reasonable by reference to quotation exercises; standard costs from previous activities; industry comparisons such as QS tables or an independent technical analysis. Please provide evidence of intention to undertake quotation exercises. Where appropriate show how different options for the achievement of the project objectives have been considered and explain how and why the chosen option was decided. Your proposal should include:* The summarised capital costs associated with the project in the table below. An additional spreadsheet has been made available for a detailed breakdown of cost. (SMS – N2K Breakdown of Expenditure)
* Any additional documents to support this application (spend profile spreadsheets, full cost breakdown, quotations etc.)
* The breakdown of the capital works on the ground in the table below.
* Any wider match funding contributions from partner organisations.
* An explanation of how the costs of the project are considered to be reasonable (taking into account the scope, scale and timescale of the proposals).
* Clearly identify eligible capital costs in line with the limitations set out in this guidance.
* The mechanisms for distributing grant funding for project delivery.

For its project grants, Welsh Government allows for costs to be included on a full cost recovery basis in line with Welsh Government’s [Third Sector Scheme.](https://gov.wales/third-sector-scheme) Please note only one approach to costing can be used for the duration of the project.  |
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| **4.2.1**  | **Proposed capital expenditure** |
| Description | Amount  |
| 1. Capital Works (contracted land management)
 | £ |       |
| 1. Purchased materials (trees, fencing etc.)
 | £ |       |
| 1. Surveys, assessments, testing
 | £ |       |
| 1. IT equipment
 | £ |       |
| 1. Plant and machinery
 | £ |       |
| 1. Professional fees
 | £ |       |
| 1. Project Monitoring, Asset Assurance, Impact Assessment.
 | £ |       |
| 1. Specialist equipment
 | £ |       |
| 1. Capitalised programme management costs
 | £ |       |
| 1. Other capital expenditure costs *(please specify)*
 | £ |       |
|       |  |  |
| **Total Costs** | £ |       |
| **4.2.2** | **Breakdown of the capital works and purchased materials (a&b)** |
| Capital items | Amount  | Quotes provided(Yes/No/In progress) |
|       | £ |       |       |
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|       | £ |       |       |
| **Total**  | £ |       |       |
| **4.2.3** | **Why is financial support necessary for the project to go ahead? What would happen without support?** |
|       |
| **4.2.4** | **Are you seeking any other support for this project to meet the total project cost?** | Yes |[ ]  No |[ ]
| If **Yes**, please give details in the form below (private or public sector funding) |
| Type of assistance\funding | Source | Amount  |
|       |       | £ |       |
|       |       | £ |       |
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| **4.3** | **Ability to deliver within the timeframe and utilising capital funds(Maximum three sides of A4 page, Ariel Font Size 12)** |
| Applicants will need to provide an explanation of:* Viability of the lead applicant.
* Legal compliance.
* Financial viability of project, including the exit strategy.
* Project management arrangements.
* The project management arrangements what you need to put in place to deliver the project; and a timetable of delivery for your project.
* All necessary permissions and consents that have been/will be obtained.
* How you will monitor direct outputs;
* How you will measure and evidence your identified outcomes and cross disciplinary benefits, including economic, social, environmental and cultural impact and success as laid out in section 4.1
* Proposals for how you intend to assure the assets created or improved and assess of the project’s impact.
* The link between this monitoring and asset assurance and any associated external evaluation activity.
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| **4.3.1** | **Collaboration** |
|  Is this project to be delivered by a collaboration? | Yes  | [ ]  |
|  No  | [ ]  |
| **4.3.2** | **If yes; please give details of the collaborative partners and the key roles, responsibilities and commitment to the project** |
|  * Who are the key delivery partners/collaborators?
* What are each of the collaborators’ roles in the project?
* Evidence of the support and commitment of all collaborators.
* The governance arrangements.
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| **4.3.3** | **Have you undertaken a risk assessment of the project?** | Yes |[ ]  No |[ ]
| If **Yes**, please give details in the risk table below |
| What is the risk? | What is the likelihood of it happening? | What the consequences to the project would be if it did happen? | What might avoid it happening or, how might the effect be reduced? |
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| **4.4** | **Adopting the principles of sustainable management of natural resources (SMNR)** **(Maximum three sides of A4 page, Arial Font Size 12)** |
| The application needs to demonstrate how it has applied the principles of SMNR to the design and delivery of the proposed activity and can clearly demonstrate consideration of the principles in design of the project. You will be assessed on how your project proposal will meet the following 3 principles of SMNR of particular importance for this capital funding:1. Improving the resilience of ecosystems is a core aim. The application should set out how the project takes account of the **resilience of ecosystems**, in particular:
* Diversity within and between ecosystems
* The connections between and within ecosystems
* The scale of ecosystems
* The condition of ecosystems
1. Taking account of the **benefits** and intrinsic value of natural resources and ecosystems. Healthy ecosystems lead to a number of environmental, social and economic benefits. It is important for projects to set out how they are going to take action to improve natural resources and the benefits they provide. Particularly in the local context.
2. Take account of the **short, medium and long-term consequences** of actions. The project will need to consider how these improvements will be sustained after the project funding ends.
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| **5: CROSS CUTTING THEMES** |
| The application needs to show the project’s actions can be optimised where applicable to contribute to each of the following areas:**(Maximum two sides of A4 page, Arial Font Size 12)** |
| **5.1** | **Equality of Opportunity and Gender Mainstreaming.** |
|       |
| **5.2** | **Sustainable Development.** |
|       |
| **5.3** | **Tackling Poverty and Social Exclusion.** |
|       |
| **5.4** | **Promotion of the Welsh Language.** |
|       |
| **5.5** | **Children’s Rights.** |
|       |

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| **6: STATE AID** |
| The application needs to set out the position of the project in relation to state aid. Based on the guidance provided please explain how you propose to treat the different elements of the project delivery. This will be agreed and controlled through a specific schedule of the grant offer letter for successful projects. **(Maximum two sides of A4 page, Arial Font Size 12)** |
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| **7: INFORMATION REQUIRED** |
| **7.1** | **Accounts** |
| We need:* Copies of the applicant’s and if appropriate, its parent’s or associated company’s statutory accounts for the last two years;
* Management accounts to cover the period from last audited accounts to start of the financial forecasts (see above)

If there are other businesses under common control or ownership please provide latest accounts, including dormant situations. |
| **7.2** | **Checklist** |
| **The following information is required in support of the application**  | **Check to confirm** |
| Financial Accounts |[ ]
| Evidence of legal status (if applicable) |[ ]
| Documentation supporting project expenditure (if applicable)  |[ ]
| Maps, plans etc. to support description of project activities |[ ]
| Evidence of any offers of project funding |[ ]
| Any evidence available to allow non duplication to be assessed (e.g. Glastir agreements, RC-RDP SMS project plans)  |[ ]
| Signature in section 8  |[ ]

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| **8: DECLARATION, UNDERSTANDING AND SIGNATURE**  |

I understand that information supplied here and in the accompanying paperwork may be shared in confidence with Natural Resources Wales and external technical advisers (as appropriate)

I understand that the Welsh Government may be required by the European Commission to publish details of all individual offers of support over €500,000 on a publically accessible database.

I understand that if I give information that is incorrect or incomplete, support may be withheld or reclaimed and action taken against me. I understand that the Welsh Government is likely to seek prosecution in cases of fraud or attempted fraud.

I declare that the information I have given here and in the accompanying paperwork is correct and complete. I also declare that, except as otherwise stated, I have not made an irrevocable commitment to the project which forms the basis of this application.

I understand that the Welsh Government shall not be held liable for any expense incurred during the preparation, submission or assessment of the application.

I understand that any offer may be publicised by means of a press release giving brief details of the project and the amount of support offered.

I understand the information collected will be shared with fraud prevention agencies that will use it to prevent fraud and money laundering and to verify our identity. If fraud is detected, I could be refused certain services, finance and employment in the future.

I understand that new data protection legislation, the General Data Protection Regulation “GDPR”, has recently been introduced. As a result, a new Grants Privacy Notice has been published to make it easier for you to find out how we use and protect your information within the Welsh Government, when you enquire about or apply for funding. We will not be changing the way we use your personal information, but the new notice will provide you with additional details such as:

* Your increased rights in relation to the information we hold about you
* The legal grounds for how we use your information

The Grants Privacy Notice will apply to any grants or funding we provide to you.

How to find out more:

The Privacy Notice is available to view at <https://gov.wales/privacy-notice-welsh-government-grants>. The Grants Privacy Notice makes sure we continue to comply with privacy law and regulation.

Further details of how your information will be used by us and these fraud prevention agencies, and our data protection rights, can be found by contacting Data.ProtectionOfficer@gov.wales

Applications must be signed by an authorised signatory, a Director (in the case of a company), or by the proprietor or a partner or a delegated official of a publically funded organisation.

|  |  |
| --- | --- |
| Signed |       |
| Date |       |
| Name *(block capitals)* |       |
| Position in organisation |       |

**Please return the completed form and any associated documents to** **sustainablemanagementscheme@gov.wales** **by 23:59 on 10 August 2020.**