**Community Pollinator Fund –**

**Small Grant (£1,000 - £9,999) Application Form**

The Community Pollinator Fund has been created to support community-led ecology projects that enhance biodiversity and pollinator habitats across the West of England region. To apply, please complete the information below and email your completed & signed form to: [bee.bold@westofengland-ca.gov.uk.](mailto:bee.bold@westofengland-ca.gov.uk)

If you need any help with making your application, we have provided guidance documents in your application pack to help and we also have Frequently Asked Questions (FAQs) on our website. Alternatively, please email the team at the email above, we are always happy to help!

Completed applications must be received by **5pm on Wednesday 19th April 2023.**

**Organisation details – who are you?**

|  |  |
| --- | --- |
| Organisation name: |  |
|  |  |
| Organisation type: |  |
|  |  |
| Organisation address: |  |
|  |  |
| Key contact name & role: |  |
|  |  |
|  |  |
| Key contact email address: |  |

**Project details**

**What do you want to do?**

|  |  |
| --- | --- |
| Project name: |  |
|  |  |
| Total area of pollinator habitat created/improved: | *e.g. 5,000 m2* |
|  |  |
| Total volunteer numbers: | *e.g. 25 volunteers* |
|  |  |
| Total volunteer hours: | *e.g. 120 hours* |
|  |  |
| Details: *Tell us about your project. Please include location of project site(s), and outline how your project will achieve the two main objectives of the Fund (listed below). Max. 500 words.* | |
|  | |

**Which of the Fund objectives will your project help to achieve?**

*(please tick the relevant boxes, the objectives in* ***bold*** *are compulsory)*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **To create and enhance the biodiversity in the area with an emphasis on improving pollinator habitats** |  | **Raise awareness and engage communities to take action to address the ecological emergency** |
|  | Increase community access to pollinator habitats and green space |  | Deliver a range of environmental and social benefits *e.g., water purification, air quality, space for recreation, education on environmental issues* |
|  | Target interventions in ‘the best places for nature’ by aligning with the Nature Recovery Network |  | Improve the health and wellbeing of communities while helping to improve community spaces for pollinators (including social prescribing) |
|  | Increase opportunities for people from protected and disadvantaged groups to access and engage with nature |  | Enhance the environmental management and quality of an area by planting a variety of plants for pollinators, focusing on native species as much as possible |

**How much it will cost?**

|  |  |
| --- | --- |
| Total amount of grant funding requested: | £ |
|  |  |
| Total match-funding:  (min. 20% of grant requested) | £ |

**Cost details:** *Please provide a brief breakdown on what the money will be spent on and what type of match-funding will be used (financial or in-kind such as volunteer time or value assigned to staff time spent on the project)*

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**How will the project be run and how will you manage the site in the future?**

|  |  |
| --- | --- |
| Do you have the necessary permission of the project site landowner(s)? | Yes  No |
|  | |
| Will your project space be publicly accessible once completed? | Yes  No |
|  | |
| **Details:** *Projects will need to be delivered by Summer 2024. Please provide details on the overall project management, any project milestones, and management plans for when the funding has ended. Please also provide additional details if you answered ‘No’ to any of the above questions.* ***Max 250 words.*** | |
|  | |

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| **Please list the supporting information you are including with your application**  *This could include videos / photographs, site sketch, plans/maps, letters of support and quotes to show the actual costs of undertaking the work, if applicable.* | |
|  | |
| If your supporting information files are large, then please either zip file and email them to us or include a link to your online storage below: | |
| Link to online file storage: |  |

**Key Requirements:** *(please click to confirm)*

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| --- | --- |
|  | Your organisation has a named bank account for BACS payment. |
|  | Permission of the project site landowner(s) is in place to allow the project to proceed (please provide a copy of a letter/email). |
|  | Your proposed project will be completed by **Summer 2024.** |
|  | Only irrecoverable VAT is included in your costs. |
|  | Your proposal doesn’t include any activity or spend already undertaken. |
|  | You commit to using peat-free compost and avoid pesticide use. |
|  | Your organisation is committed to responsible, sustainable and ethical procurement practices. |

**Consents & Declarations:** *(please click to confirm)*

|  |  |
| --- | --- |
|  | Please confirm that you are not aware of any potential breach in State Aid rules because of this grant. |
|  | You hereby certify that you /your organisation have not canvassed, nor will canvass any member, director, employee or adviser of WECA in connection with this application/ quotation and the proposed award of the Contract by WECA; and that no person employed by you/ your organisation or acting/ advising on your behalf, has done, or will do any such act. |
|  | You understand that the submission of the application is not a guarantee of funding. |
|  | In submitting this application, your organisation will deliver on the above-mentioned goods and/ or services within the grant amount requested. |
|  | You will complete and send monitoring forms along with photos of progress at the beginning, middle and end of the project. |
| ☐ | You understand extra information may be sought to confirm details in your application and for the purposes of due diligence. This may include organisation financial records and bank statements. |
| ☐ | As part of due diligence, a business credit score will be obtained from a credit reference agency, and by signing this declaration you consent for a credit reference check to be carried out on your organisation which will leave a footprint on your organisation credit file. |

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| --- | --- |
| Signed |  |
| Name |  |
| Designation |  |