



Department  
for Environment  
Food & Rural Affairs



# Farming in Protected Landscapes Programme Application Form

## Before you begin

Please ensure you have discussed the details of your project with the High Weald AONB team. If you have not yet contacted us, please do so using our online enquiry form: [Farming in Protected Landscapes Programme – enquiry form \(highweald.org\)](https://www.highweald.org/farming-in-protected-landscapes-programme-enquiry-form)

Read and understand the application guidance sent to you alongside this application. This information can also be found at [Farming in Protected Landscapes Programme \(highweald.org\)](https://www.highweald.org/farming-in-protected-landscapes-programme)

## Consents and permissions

You must ensure that you will be able to obtain all the consents and permissions required for your project. We cannot offer you an agreement without all the necessary consents and permissions being in place.

Please refer to Defra's 'Guidance for Applicants' for further information.

## Eligibility

To be eligible to apply you must make sure that:

- You meet the definition of an eligible applicant as detailed in Defra's Guidance for Applicants
- The project that you are applying for is not going to be paying for works that you have already started
- That no elements of your project for which you are applying for a grant that are part of an insurance claim
- That your project has no works covered by a requirement or condition of planning permission
- That you are not applying for a grant for any items that you have already received public funding for
- That you are happy to participate in a proportionate project evaluation and if required feed into programme evaluation led by the programme external evaluation team (you can speak to your FiPL officer about what this means).
- You have the necessary land management control as stipulated in the guidance for applicants.

## Completing the Application Form

The application form is made up of several sections. Please ensure you read and fill in all the relevant sections.

You will need to complete Annex A and may need to complete Annex B. You will also need to submit other supporting documents.

Please use the checkboxes to check you have completed the form and gathered the supporting document required.

<b>Application form</b>	
<input type="checkbox"/>	Section 1 Applicant details
<input type="checkbox"/>	Section 2 Project location, double funding, and designation
<input type="checkbox"/>	Section 3 Project details
<input type="checkbox"/>	Section 4 Project costs
<input type="checkbox"/>	Section 5 (optional) For Collaborative farmer group applications only
<input type="checkbox"/>	Section 6 Declaration and close of application
<b>Supporting documents – <u>Essential</u></b>	
<input type="checkbox"/>	Annex A - Project costs table (separate document)
<input type="checkbox"/>	A project map which highlights areas where your project will take place.
<input type="checkbox"/>	The specification(s) for your works if Countryside Stewardship rates are not applicable and the cost of an individual item is over £5,000.
<input type="checkbox"/>	Three quotes to support your costs if Countryside Stewardship rates are not applicable, and the cost of an individual item is over £5,000.
<input type="checkbox"/>	A selection of 'before' photographs that help illustrate your project. These help the grant panel understand the need and the difference the grant will make.
<b>Supporting documents – please supply <u>only if relevant</u> to your project</b>	
<input type="checkbox"/>	Annex B Not registered for VAT form (separate document)
<input type="checkbox"/>	Written permission from the landowner if you are a manager or tenant.
<input type="checkbox"/>	Copy of any permissions and consents already secured or requests for permissions/consent if awaited.
<input type="checkbox"/>	Your countryside stewardship agreement if you have one.
<input type="checkbox"/>	Your partnership agreement if you are a collaborative project.
<input type="checkbox"/>	Your project plan if you have been advised this is needed for your project.
<input type="checkbox"/>	Evidence of any match funding including value, terms, and source(s) of funding.
<input type="checkbox"/>	A land management plan if relevant to your project and you have one.
<input type="checkbox"/>	A business plan if relevant to your project and you have one.
<input type="checkbox"/>	Your partnership agreement if you are a collaborative project.

## Section 1: Applicant details

Main contact	
Full name	
Daytime telephone number	
Email address	
Business name <i>If a collaborative application, please list the lead farmer (the contract holder's) name</i>	
Position in business	
Business address and postcode <i>If a collaborative application, please list the lead farmer (the contract holder's) postcode</i>	
Website address (if applicable)	
Holding/business details	
Please provide a short description of your business and its objectives.	
What is the size of your <u>total</u> land holding(s) (in hectares)?	ha
If this is a farmer group application, please list the size of the land holdings of all farms part of this application.	<i>Please insert new rows if necessary.</i>
	ha
	ha
	ha
	ha
	ha

Which option best describes you?  <i>Please tick.</i>	Landowner	
	Tenant	
	Other (please state)	
What are the main activities of your business?  <i>Please tick all that apply</i>	Dairy	
	Sheep	
	Beef	
	Arable	
	Forestry	
	Public access	
	Diversification	
	Other (please state)	
Have you or your business previously received funding from the Farming in Protected Landscapes programme?  <i>Please tick yes or no</i>	Yes	
	No	
	Is yes, please specify the total amount of the FiPL grant(s) received and the project reference number(s).	
<b>Please enter the name of the High Weald project officer who has supported you with this application</b>		
<b>Publicity feedback</b>  To help us publicise the programme in the future, please tell us how you first heard about it.  Please select one option only for our reporting purposes.  <i>Please tick</i>	Word of mouth	
	High Weald AONB team website	
	High Weald AONB team event	
	Other communication from High Weald AONB team	
	Social media	
	Defra communications	
	Other (please state)	

## Section 2: Project location, double funding & designation

<b>Location of this project</b>		
You will need to ensure that you <b>attach a map of the project</b> to your application. The map will need to include the holding boundary and the location of the items/activity for which you are requesting funding.		
Location postcode (required)		
Please list the single Business Identifier (SBI) number of the holding and/or of the land involved in the application and the Parcel ID(s) of all the land involved in the application.  Please state in RLR format (e.g., AB1234 5678).	SBI	Parcel ID - RLR
	<i>Please insert new rows if necessary</i>	
If this project will be delivered on a farm/wood/other land, please provide the <u>area in hectares of the holding where the project activity will be delivered.</u>		ha
<b>Double funding</b>		
A project cannot receive funding <u>for activities or works</u> that are already being funded by another Government scheme or programme as this would be double funding. This could include activities or work that you are currently applying for or have previously received funding from another Government scheme or programme. Examples might include: Environmental Stewardship; Countryside Stewardship Scheme; Farming Investment Fund; Protected Landscape schemes; Growth Programme; LEADER; Countryside Productivity; Green Recovery Challenge Fund		
Have you (or the owner or tenant of the land affected by the application) received or applied for any other funding for the same activities or works that you are applying for in this programme? <i>Please tick</i>  If yes, the High Weald AONB team will need to explore the reason for your response with you further.	Yes	
	No	
<b>Protected sites</b>		
Will this project be delivered on a protected site, for example a SSSI? <i>Please tick</i> If yes, please provide details of the site and protection.	Yes	
	No	
Name of site		
Site reference (if known)		
Size of protected area (hectares) (if known)	ha	
Type of protection		

## Section 3: Project proposal

<b>Project summary</b>	
Project title <i>(Less than 15 words please)</i> <i>e.g. Habitat creation and water quality improvement at Home Farm</i>	
Please give a short description of this project including quantities if applicable  <i>e.g. Planting 300m hedgerow with hedgerow trees, sow 30ha of wildflower meadow and restoration of 2 dew ponds</i>	
Expected start date DD/MM/YYYY	
Expected completion date DD/MM/YYYY	
<b>Project detail</b>	
Why is this project needed and why have you chosen the proposed location(s)?	
Please set out the activities you will undertake to deliver your project from start to finish (these can be a bulleted list).  If your project is large or complex, we will have supplied you with a project plan template. If you produced a project plan you do not need to complete this box.	

<b>High Weald AONB Management Plan</b>		
This project must contribute towards the priorities of the High Weald AONB Management Plan 2019-2024. Please seek guidance on these from the AONB Project Officer. You can view the plan here <a href="#">High Weald AONB Management Plan</a>		
How will this project contribute towards the local priorities/management plan of the High Weald AONB Management Plan with reference to specific priorities?		
<b>Programme benefits (outcomes)</b>		
There are several outcomes (Column B) that this programme is aiming for, across four key themes (Column A): Climate, Nature, People and Place. A strong project will deliver on more than one theme. You can find out more about the themes and outcomes in Defra's 'Guidance for Applicants'.		
Please indicate the outcomes that the project will deliver against and how they will be achieved.		
<i>Column A</i>	<i>Column B</i>	<i>Column C</i>
<b>Theme</b>	<b>FiPL programme outcomes</b>	<b>Fill in the relevant boxes with details of the how the project will deliver the outcome.</b> You may be delivering on multiple outcomes. Please provide details for the outcomes you are meeting most strongly.
<b>Climate</b>	C1: More carbon is stored and/or sequestered	
	C2: Flood risk has been reduced	
	C3: Better understanding among farmers, land managers and the public as to what different habitats and land uses can deliver for carbon storage and reduced carbon emissions	
	C4: The landscape is more resilient to climate change	

<b>Nature</b>	N1: There is a greater area of wildlife rich habitat	
	N2: There is greater connectivity between habitats	
	N3: Existing habitat is better managed for biodiversity	
	N4: There is an increase in biodiversity	
<b>People</b>	PE1: There are more opportunities for people to explore, enjoy and understand the landscape	
	PE2: There are increased opportunities for more diverse audiences to explore, enjoy and understand the landscape	
	PE3: There is greater public engagement in land management, for example through volunteering	
<b>Place</b>	PL1: The quality and character of the landscape is reinforced or enhanced	
	PL2: Historic structures and features are conserved, enhanced or interpreted more effectively	
	PL3: There is an increase in the resilience of nature friendly sustainable farm businesses, which in turn contributes to a more thriving local economy	



<b>Ability to deliver</b>	
What experience do you have of projects like this? Will anyone else help you and how will their expertise enable successful delivery?	
How will you ensure that the project delivers within each financial year and the programme timeframe?  Highlight any risks and steps you will take to manage them.	
How will you monitor the difference your project has made, bearing in mind the outcomes you are aiming for?	
<b>Sustainability and legacy of projects</b>	
How will you look after or sustain your project when it is finished and the funding ends?	
<b>Evaluation</b>	
<p>In submitting this application, you confirm that you will work with your local Protected Landscape team to participate in a proportionate project evaluation and, if required, feed into programme evaluation led by the programme external evaluation team.</p> <p>You may choose to opt out of the evaluation at any time by contacting your Protected Landscapes officer.</p>	

## Section 4: Project costs

<b>Project costs and funding</b>			
<p>You will need to <u>complete Annex A</u> (the excel spreadsheet provided separately) to support this section. The High Weald Project Officer can help you with this section.</p>			
<b>Quotes</b>			
<p>If any of your project costs are based on an actual cost basis, please list the quote(s) you have or the sources of benchmarked cost(s) in the Application Template Annex A. You must include copies of the quote(s) as PDF documents or image files (e.g. a screenshot) where possible and/or benchmarked cost(s) with your application.</p> <p>Please ensure you make clear why the chosen specification and costs are necessary to achieve the project outcomes. Funding will be based on the lowest quote. Where the chosen supplier of a product or service is not the cheapest available, please also provide a clear explanation as to why you have opted for the higher quotation.</p> <p>Where there is an equivalent Countryside Stewardship or Farming Investment Fund rate for the work or activity you want to do, that rate will be used and no quotes are required.</p> <p><b><i>For further information on the requirements for quotes, please refer to the Guidance for Applicants.</i></b></p>			
<b>Match funding</b>			
<p>If this project includes any match funding, please describe what this is and attach details including value, terms, and source(s) of funding with your application.</p> <p>Please note match funding in the programme refers to third party funding only and does not include your own funds or contribution to the project.</p> <p>The total value of the match funding should be entered in both Annex A and the Project Funding Summary table in this application template.</p>			
<b>VAT</b>			
<p>If you are able to reclaim VAT from HMRC, please exclude VAT from the figures given in this project costs section and in Annex A.</p> <p>If you are not VAT registered, you will be able to include VAT in the project costs and your grant request, but you must complete Annex B (Not Registered for VAT Form) and include it as part of your application.</p>			
Are you VAT registered?		Yes	No
If yes, please state your VAT number. If no please complete Annex B			

**Project funding summary**

You must ensure you complete Annex A to provide a full account of your costs to accompany your application.

To reiterate: “Match Funding” applies to third party funding only and does not include any contribution of your own funds to the project.

<b>Description</b>	<b>23/24</b>	<b>24/25</b>	<b>Total</b>
Total Applicant Contribution to Project (£)			
Total Match Funding (£)			
Total FiPL Grant Request (£)			
<b>Total Project Cost (£)</b>			

**Value for money**

How do you know your project provides a cost-effective way of delivering the outcomes?

## Section 5 – Collaborative farmer group applications

***Please only complete this section if this is a collaborative farmer group (a group of farmers) application.***

In order to progress your collaborative group application, you will need to have or secure a partnership agreement (s) with all participants in the project's collaborative farmer group and yourself/your organisation (the third party). You must enclose a copy of the partnership agreement (s) for the application to continue.

If your group has a constitution, please email/include this with your application.

<p><b>Please select one of the following options to outline why you are applying on behalf of the collaborative farmer group. Please tick.</b></p> <p>Where the application references 'you' that will apply to who is completing the application on behalf of the collaborate group.</p>	
<p>I am the lead applicant, part of the collaborative farmer group and acting on their behalf. I will be distributing the resources to the group, managing the application process and reporting on the progress of the project.</p>	
<p>I am a third party, not part of the collaborative farmer group but acting on their behalf as the applicant. The third party will distribute the resources to the group, manage the application process and report on the progress of the project.</p>	
<p>Please state the names and roles of those within the collaborative farm group delivering the applied for project:</p>	
Name	Project role
<i>Please insert new rows where necessary</i>	

## Section 6: Declaration and close of application

I declare that the information given in this application is correct to the best of my knowledge, and that if any of the information changes, I will inform the High Weald AONB Partnership immediately.

I confirm that I have the necessary land management control or approval, as stipulated in the guidance for applicants, to be able to fulfil the requirements of all activities applied for in this application.

I confirm that I have full authority and capacity to represent and bind the applicant(s) and business named at Section 1 'Applicant details'.

Name.....

Position.....

Signed.....Date.....

## Privacy Statement

In submitting your application and declaring the information in your application correct, you consent to the High Weald AONB Partnership sharing any information provided to the Department for Environment, Food and Rural Affairs (Defra) – including their arm's length bodies, including Rural Payments Agency, Natural England, and Forestry Commission – for the monitoring of the programme and to complete dual funding check processes.

With respect to the processing of Your personal data, High Weald AONB Partnership, Defra and its arm's length bodies will implement and maintain appropriate technical and organisational measures to ensure a level of security appropriate to that risk, including, as appropriate, the measures referred to in Article 32(1) (a), (b), (c) and (d) of the retained EU law version of the General Data Protection Regulation (Regulation (EU) 2016/679), transposed into UK Law by the Data Protection, Privacy and Electronic Communications (Amendments etc) (EU Exit) Regulations 2019).

## What to do next?

You must sign your application form before it can be processed.

### Return this form and supporting documents:

By email to: [farmingpl@highweald.org](mailto:farmingpl@highweald.org)

You will need to have added an electronic signature to the declaration or have saved a PDF of the scanned signature page.

If you cannot add a signature electronically then you should print and sign this application and send it to: High Weald AONB Partnership, Woodland Enterprise Centre, Hastings Road, Flimwell, TN5 7PR