



Forest for Cornwall (F4C) Small Projects & Community Fund Frequently Asked Questions

How much is the grant?

There is up to £4,000 of capital items available per application (see indicative list below)

- Up to £2,500 for trees and related protections
- Up to £1,500 for project related items that are directly linked to tree establishment and community.

How many applications can we put in?

We will only accept one application per year from a group.

Will you do the application for me?

You are expected to do the planning, work and application yourselves; we cannot fund staff costs.

Who can apply?

Community groups, community orchards, local environmental groups, parish and town councils, schools, community tree nurseries, local charities, education and sports groups, and individuals such as small holders can apply for Small Projects/trees only.

What can it cover?

- **Small Projects** supports items relating to tree planting and establishment up to £2,500, for sites of <0.25 ha. Such as;
 - Trees for new planting projects e.g. hedgerows (under 100m), orchards or public green spaces
 - Protection items for individual trees e.g. tree shelters, tree cages
 - Mulch mats/barkNB must meet site requirements for Historical Environmental Record checks (F4C to do)
- **Community Fund** supports non tree items (at the discretion of F4C) up to £1,500. Such as;
 - Training, where related to tree planting, care and establishment
 - Events that are related to tree planting, care and establishment, education and access
 - Both training and events must be open to all
 - Watering items such as water butts, watering cans and related pipework up to £250, and mulch mats/bark
 - Some tools (not mechanical) up to £250
 - Seed propagating materials for known Community Tree Nurseries (CTN)
 - Interpretation for community woodlands and orchards

If your project requires other infrastructure items such as ponds, pathways, habitat fencing, polytunnels, community spaces etc., or other types of planting, you will be referred to the [Cornwall Council Crowdfunder](#). Crowdfunder can fund a range of community opportunities, including tree planting and protection.

Is this the right fund if we have a large tree planting project?

For projects with larger sites and more than £2,500 tree planting requirements, please get in touch with a Forest for Cornwall Project Officer. Larger projects will require more help to ensure correct permissions and adequate funding is in place. It is a different process, and we can make sure you are supported appropriately.

Can I buy trees from anywhere?

No, **trees must be sourced** from a Plant Healthy registered nursery, or one that is willing to issue a 'Ready to Plant' voucher at the point of purchase. Please discuss with a Forest for Cornwall Project Officer before confirming any purchases. Any trees sourced that do not meet these criteria will be ineligible for funding.

What is not funded?

It **cannot support** general improvements to your site, or consultants, construction or labour. It cannot support staff costs. It cannot support tree maintenance/surgery for established trees. It cannot be used to replace trees removed due to Ash dieback or other Forest for Cornwall project tree replacements. It cannot support improvements to private gardens.

How are we paid?

Costs are reimbursed upon project completion and provision of supporting evidence. Amounts are agreed beforehand and outlined in the grant agreement letter which must be signed and returned to Forest for Cornwall before any purchasing can take place.

Is match funding required?

Applicants must demonstrate a level of contribution (match funding) toward the project (either through capital or labour) and note this on their application form.

What should we send with the application form?

A map or plan of your location.

A draft planting scheme or outline of your proposed activity.

Copies of any quotes and suppliers you are intending to get items from, this can help us check nursery status.

A few photos can be useful.

What is the panel looking for?

Clear information about what you are planning to do and why.

NB where the project does not include actual purchase/planting of trees we still need to know about the site, and what trees the grant will be used to help establish. Or if an event or training please let us know what/if tree planting activity you have been doing on your site/with your group, as our funders requires this information.

A (draft) budget, setting out the items you are asking to be funded.

For some projects they might like to see a Project Plan and Ongoing Maintenance Plan.

Please answer all the sections in the application.

When are applications reviewed?

When we receive your application, it will be acknowledged and you'll be told the date of the next panel meeting. We meet regularly throughout the year.

When do I hear back?

We generally let people know within a few days of the panel meeting, but - if successful - we also have to produce a legal Grant Agreement that you must sign, and make certain finance arrangements with Cornwall Council, so that can sometimes take a couple of weeks especially if there are queries.

You cannot purchase anything for reimbursement before this agreement/paperwork is completed.

How long do I have to look after the trees for?

The agreement includes your agreeing to care for any trees planted for at least three years after planting, while the trees are establishing.

We will agree a completion date with you – this would usually be at the end of the financial year or tree planting season.

When do you make the payment?

We pay in arrears. We ask for evidence of payments made plus a report and photos to show us what you have achieved. Details of claiming will be sent when your project has been advised of being completed.

What happens if things change with the project, during the delivery period?

We understand that sometimes it may be necessary to amend elements of your project.

In the first instance please discuss this with us as it maybe we can support you with decisions, and with advice and signposting to solutions.

What if you find yourself unable to complete the project?

If you find you cannot complete the project, please get in touch. If you are part way through, we may still be able to part pay your grant. We may be able to offer an extension, so you have longer to complete.

If you decide to withdraw: In the letter of Agreement we will send it says in the T&C: *'In the event of termination of this Agreement, the Recipient shall promptly return all Grant Funding to it, or proportion thereof, not properly utilised or applied to the delivery of the Project'.*

To give more detail on this, Forest for Cornwall would consider the following:

Note use of term "proportion thereof". We will discuss with you what is reasonable and agree together. For example, this could either be redistribution of capital items (to community groups or charities) or making trees available for replanting elsewhere. You are not permitted to sell any funded items for gain. You will not be asked to return full grant as 'cash', unless failure is through negligence or another deliberate act. If within three years the project fails, you are obliged to contact Forest for Cornwall to discuss the steps to proportionally return the funding or purchased items.