

Application Form

The Woodland Creation Planning Grant (WCPG) provides support for the planning required to create large multi-purpose productive woodlands in England which are compliant with the requirements and guidelines of the [UK Forestry Standard](#). It provides funding to help an effective woodland design process, covering the collection and analysis of key information and its application in the design and initial management of the woodland.

To apply for WCPG please complete this form and send it to us at the address in [part 9 - Declaration](#). You may submit your applications at any time. We will allocate grant on a first come first served basis, subject to your proposal passing the basic eligibility check and advice from the local Forestry Commission team on whether you have chosen a location that is potentially suitable for creation of productive multi-purpose woodland. We may close the grant depending on funding availability and demand so please check our website (<http://www.forestry.gov.uk/forestry/beeH-a4lqde>) for news on any closure dates.

Part 1 – Basic Requirements

Please confirm your proposal passes these basic eligibility checks:

Please confirm your interest in the land by checking the relevant box:

- I have full control over the land, or;
 I have signed consent from those with control over the land as confirmed in Part – 9 - Declaration

In relation to this proposal to plant trees, please confirm by checking the relevant box that you are **not** currently subject to¹:

- A requirement for consent to this woodland creation under Environmental Impact Assessment (Forestry) (EIA) regulations or to provide further information in connection with an application for an EIA (Forestry) Opinion about this woodland creation.
- A requirement to mitigate the impacts of development under a planning consent by creating this woodland.
- A formal request for further information about the impact of the woodland creation as part of a Habitat Regulations Assessment (HRA).

¹ We cannot pay WCPG where any of these apply - grant can still be paid to plan woods which may need EIA consent or an HRA but we cannot pay grant if we've already formally asked for information to support these processes.

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Part 2 – Site Details

Name of Property:			
Gross area of proposed woodland ² :	hectares		
Area of proposed woodland within England ³ :	<input type="checkbox"/>	As above, or:	hectares
<input type="checkbox"/> At least 70% of the planting will be with productive trees species ⁴ .			
<input type="checkbox"/> A map showing the location and the boundary of the proposed planting is enclosed.			
Grid Reference (of centre of principal planting area):			
Nearest town or locality name:			
Local Authority:			
Is the site designated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If Yes, please provide details of the designation(s), e.g. Site of Special Scientific Interest, National Park, Area of Outstanding Natural Beauty, Local Wildlife Site etc.:			
Is the land subject to any current grant agreement(s)?	<input type="checkbox"/> Yes ⁵	<input type="checkbox"/> No	
If Yes, please confirm the type of grant, e.g., HLS:			

Part 3 – Applicant's and Agents Details

Applicant – Land Owner			
Title:		Forename:	
Surname:		<i>Single Business Identifier (optional):</i>	
Organisation:		Position:	
Landline telephone Number:		Mobile telephone Number:	
Email:			
Postal address:			
Postcode:		Country:	

² To qualify for this grant you must intend to create at least 10 hectares of woodland (including up to 20% of designed open space and land left unplanted to be managed for environmental objectives).

³ WCPG only provides funding for Woodland Creation Plans on land within England.

⁴ To ensure the woodland maximises the potential to support the forestry sector through the supply of wood products in the future. We define productive as being at least a yield class 12 for conifers (10 in the case of pines) and yield class 6 for broadleaves.

⁵ Where the land is subject to an existing grant agreement the Woodland Creation Plan must account for the impact of tree planting on the grant agreement.

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Agent			
Title:		Forename:	
Surname:			
Organisation:		Position:	
Landline telephone Number:		Mobile telephone Number:	
Email:			
Postal address:			
Postcode:		Country:	

Part 4 - Assessment Details

WCPG contributes to the costs of gathering and analysis of survey information and the stages of synthesis (see table 6.1 of the UK Forestry Standard) to prepare a sensitive and well balanced design for productive multi-purpose woodland.

4.1 Fixed and Standard Payments

A Stage 1 - Fixed Payment of £1,000 is made for desk based assessment of data to complete a **Stage 1 Checklist** and supporting documents including at least one map showing the constraints that apply to creating woodland at the site.

A Stage 2 - Standard Payment of £150 per hectare, including the Stage 1 - Fixed Payment, (up to a maximum of £30,000⁶) is paid for the production of a **draft UKFS compliant Woodland Creation Design Plan** that addresses the points in the Stage 2 Checklist. To help applicants through the planning process we will also expect to see:

- A **Site Appraisal Plan** that shows how the constraints and opportunities have informed the woodland's design, and;
- A **Design Concept Plan** that shows outline proposals that have analysed scheme objectives, the site appraisal and any other relevant survey work and can be used to support consultation.

Where planting is proposed on existing semi-natural habitat a Phase 2 habitat survey will also be required under the Standard payment⁷. We will confirm your eligibility when we confirm payment of the Stage 1 payment.

⁶ We will pay the WCPG standard rate on the gross area in the final plan with payments capped at the net planted area plus up to 20% of the gross area (to account for designed open space and land left unplanted to be managed for environmental objectives).

⁷ Existing native, semi-natural habitats are likely to have a high value for biodiversity and this will need to be compared with the value of new woodland. Moreover, there is a specific presumption against the conversion of some priority habitats, such as deep peat or active raised bogs. Where the proposed planting is on semi-natural habitat the presumption is that the planting will be restricted to native species.

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To apply for both the Fixed and Standard payment please briefly describe your proposed woodland creation with reference to economic, social and environmental objectives.

Overview

Economic Objectives

Environmental Objectives

Social Objectives

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Part 5 - State Aids Rules

Please confirm by checking the box that if you were to receive this grant you would not have been paid more than €200,000 under the <i>de minimis</i> regulation (Commission Regulation (EU) No 1407/2013) in the past three years ⁸ .	<input type="checkbox"/>
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Part 6 – How we process your application

Once we receive your application we will make some basic checks to confirm your proposal is eligible. We may need to contact you to finalise some of the details. We aim to provide you with an answer within ten working days of receiving your application. Where we intend to offer the grant we will also notify the relevant Local Enterprise Partnership.

Your grant will be paid in two stages:

- **Stage 1 – Fixed Payment:** we will pay this once we are satisfied that the Stage 1 Checklist you have completed, together with supporting documentation, provide sufficient information to demonstrate that all of the necessary datasets have been checked. After offering the grant we will make this payment, irrespective of whether this information shows the site has no potential for the creation of productive woodland.
- **Stage 2 – Standard Payment:** we will pay this on our approval of a Site Appraisal Plan, Design Concept Plan and draft Woodland Creation Design Plan and, where necessary, a Phase 2 Habitat survey. A Stage 2 checklist has been provided to set out the content these documents must cover.

Our offer of grant will explain how to claim your payment.

- **Stage 2 – Extraordinary Payment:** where your completed Stage 1 checklist confirms the site has potential to proceed to Stage 2, but identifies that a more intensive assessment of a key feature(s) that will affect the woodland's design is required, we will pay 70% of actual costs for these assessments up to a maximum (including the Fixed and Standard payment) of £30,000. An application for an Extraordinary Payment should be made using the appropriate application form when you submit your claim for the Stage 1 payment. This payment is awarded subject to funding and at our discretion.

⁸ The Planning Grant is being provided subject to the European Commission rules on State Aids. There is a ceiling of €200,000 for all *de minimis* aid provided to any one business over a three year period. You therefore need to confirm that an award of grant under the Woodland Creation Planning Grant would not breach the rules for *de minimis* aid before we approve your application. You must declare to us any *de minimis* aid received during the previous three years. The *de minimis* limit applies to the beneficiary, i.e. whoever is paid the WCPG. If you are concerned about State Aids requirements you should contact us at the address in [section 9](#). Further information on State Aids rules is available at: <https://www.gov.uk/guidance/state-aid>.

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Part 7 – Data Protection Act 1988

The Forestry Commission (FC) will use any information you provide, primarily, to support the administration of the scheme. The FC or its appointed agents may also use it, in keeping with the safeguards of the Data Protection Act, in the following ways:

- For communication with other organisations including Defra, other government departments (and their agencies) and local authorities in the administration of the application and subsequent grant agreement.
- For producing operational information and statistics.
- To contact applicants or their agents in connection with occasional research aimed at improving the services that the FC provides.

Part 8 – Release of information

The FC is required to release information, which may include personal data and commercial information, to comply with the Environmental Information Regulations 2004 and the Freedom of Information Act 2000. This may include details such as name and address of the applicant, property, grant recipient, type of grant and grant value. However, the FC will not permit any unwarranted breach of confidentiality nor will it act in contravention of its obligations under the Data Protection Act.

The Forestry Commission may also publish additional information on its own website.

Part 9 - Declaration

I confirm that I have read and understood the guidance and rules relating to the Woodland Creation Planning Grant and that the information provided in this application form is accurate and complete.

Signature _____ Date _____

Print Name _____

(I the applicant named above authorise the agent named in Part 3 to act on my behalf in all matters relating my Woodland Creation Planning Grant application).

Completed applications should be sent to: wcp@forestry.gsi.gov.uk.

Hard copies of applications and additional supporting information should be sent to:

Forestry Innovation Fund – WCPG
Forestry Commission
National Office, England
620 Bristol Business Park
Coldharbour Lane
Bristol, BS16 1EJ