



Department  
for Environment  
Food & Rural Affairs



## Farming in Protected Landscapes Programme

### Application form

Before you begin:

- Contact the Farming in Protected Landscapes (FiPL) Officer at the Broads Authority or Norfolk Coast AONB as appropriate
- Read the accompanying application guidance

<b>Broads</b> FiPL Officer:	Name:	Hannah Norman
	Tel:	07900 266496
	E-mail:	<a href="mailto:hannah.norman@broads-authority.gov.uk">hannah.norman@broads-authority.gov.uk</a>

<b>Norfolk Coast</b> FiPL Officer:	Name:	Ed Stocker
	Tel:	01603 222218
	E-mail:	<a href="mailto:Edward.stocker@norfolk.gov.uk">Edward.stocker@norfolk.gov.uk</a>

Please skip to Section 1 if your application is not part of a collaborative farmer group application.

Applications can be made for collaborative farmer groups and the process for doing so is outlined in the application guidance. If you are applying on behalf of a collaborative farmer group please complete the below box prior to beginning your application.

<p><b>Please select one of the following options to outline why you are applying on behalf of the collaborative farmer group:</b></p>	<p><input type="checkbox"/> I am the lead applicant who will be distributing the resources to the group, managing the application process and reporting on the progress of the project.</p> <p><input type="checkbox"/> I am a member of a third party, not part of the collaborative farmer group but acting on their behalf. The third party will distribute the resources to the group, manage the application process and report on the progress of the project.</p> <p><input type="checkbox"/> I am a member of the Protected Landscape body, not part of the collaborative farmer group but acting on their behalf. The Protected Landscape body will distribute the resources to the group, manage the application process and report on the progress of the project.</p>
<p><b>Evidence of partnership agreement (s) between the participants in the farmer collaborative group and the lead applicant/third party/Protected Landscape will need to be demonstrated for an application to proceed.</b></p> <p>Applications will not be progressed unless partnership agreement (s) can be evidenced.</p>	
<p>Have you secured partnership agreement (s) with all participants in the collaborative farmer group and yourself/your organisation?</p> <p>You must answer yes for your application to proceed.</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>Have you provided evidence of these partnership agreement (s) to your Protected Landscape FiPL Officer?</p>	<p><input type="checkbox"/> copy of partnership agreement (s) enclosed</p> <p><input type="checkbox"/> copy of partnership agreement (s) to follow</p>

## **Section 1) Information about you and your project**

Your application will not be scored on your answers in this section.

Details of the person making the application			
Full name of the main contact		Position in business	
Daytime telephone number		Email address	
Business Name (this can be the name of the farm/land management/business/organisation name)			
Business address (including the postcode)			
Location and grid reference of the project if different from the address above. Please include a postcode.			
Single Business Identifier (SBI) number (if applicable)			
Parcel ID(s) in RLR format (e.g. AB1234 5678) (if applicable)			
What is the area being funded for the activity in the parcel (s) in hectares? (if applicable)			

Website address (if applicable)					
Which option best describes you? Tick one option.					
Company	<input type="checkbox"/>	Sole trader	<input type="checkbox"/>	Private Individual	<input type="checkbox"/>
Partner	<input type="checkbox"/>	Other	<input type="checkbox"/>	If other, please state what type	
What are the main activities of your business? Tick all that apply.		Dairy	<input type="checkbox"/>	Beef	<input type="checkbox"/>
		Sheep	<input type="checkbox"/>	Arable	<input type="checkbox"/>
		Forestry	<input type="checkbox"/>	Public access	<input type="checkbox"/>
		Diversification	<input type="checkbox"/>	Other	<input type="checkbox"/>
		If other, please describe			
If a farm/land management business is involved, please provide the size of the farm and how much land is classified as Severely Disadvantaged Area (SDA).		Area of the holding (hectares)		Area of the holding in the SDA (hectares)	

Is this a collaborative farmer group application?

Yes  No

If yes, what are the names and roles of group members?

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

### Double Funding

Have you received or applied for any other funding for the same activities you are applying for in this programme?

Yes  No

This might include:

- Environmental Stewardship
- Countryside Stewardship Schemes
- Protected Landscape
- Growth Programme,
- LEADER
- Countryside Productivity
- Green Recovery Challenge Fund

You cannot get funding for activities or works that you are already getting funding for (or have already got funding for) from another agri-environmental scheme, This would be called double funding.

If yes, please explain why you do not consider this double funding:

<p>Do you get any agricultural or non-agricultural subsidies?</p>	<p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, which agricultural or non-agricultural subsidies?</p>
<p>Is any of the work you plan to do covered by an insurance claim or as a condition or part of a condition of planning permission?</p> <p>Work covered by an insurance claim or planning permission is not eligible for funding. You must make this clear in the project costs and funding section of this application.</p>	<p>If yes, is the total amount, including this grant offer, more than £350,000 over the last 3 years?</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, as an insurance claim</p> <p><input type="checkbox"/> Yes, as a condition of planning permission</p>
<p><b>Site details</b>  <i>Where possible, please attach a map showing the project location.</i></p>	
<p>Do you, or someone else you are applying with, own and manage the land where the project is taking place?</p>	<p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>
<p>If no, do you have the written approval from the landowner(s) involved in the project?</p> <p>You cannot submit this application without permission from the landowner.</p>	<p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>

If yes, you will need to provide written permission from the landowner.		<input type="checkbox"/> permission uploaded with application <input type="checkbox"/> I will send a copy separately	
Do you or someone else you are applying with have a lease or tenancy?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes,	What type of lease or tenancy?		
	How long is the tenancy?	Length of tenancy in years	
	How long is remaining in the tenancy?	Time remaining in years and months	
<p>Does your project need any other permissions? For example:</p> <ul style="list-style-type: none"> <li>• Site of Special Scientific Interest (SSSI) consent</li> <li>• agri-environment scheme approval</li> <li>• planning permission</li> <li>• water abstraction license</li> <li>• Forestry Commission impact assessment for tree establishment/woodland creation</li> <li>• Scheduled monument consent</li> </ul> <p>If your application for funding is approved, you must provide a copy of the permissions before you can start any works.</p> <p>Your Protected Landscape FiPL officer should be well placed to advise on any permissions your project may require. Please speak to them about permissions prior to submitting an application.</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> permission uploaded with application <input type="checkbox"/> I will send a copy separately	

Will the project be delivered on a protected site, for example SSSI? If yes, give details of the site and protection.	<input type="checkbox"/> Yes <input type="checkbox"/> No
If applicable, what is the area of your holding that will be covered by the project (hectares)?	
<b>Project timescale</b>	
Project start date	
Project end date	
Have you received funding from the Farming in Protected Landscapes Programme in the past?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, how much funding and when did you get it?	



## **Section 2) Information about the project**

Your application will be scored on your answers in this section.

Applications will be scored against each of the following categories:

- Project outcomes
- Value for Money
- Sustainability / legacy of projects
- Ability to deliver

You can find more information in: [Guidance for applicants – Broads and Norfolk Coast](#)

<b>Project details</b>	
Project name	
Objective of project	
There are several outcomes that this programme is aiming to deliver on, across four key themes; Climate, Nature, People and Place. You can find out more about the themes and outcomes in the guidance.	
Your project must deliver against at least one of these outcomes. For each theme, tick any outcomes your project will deliver against.	

Theme: Climate	<input type="checkbox"/> More carbon is stored and/or sequestered <input type="checkbox"/> Flood risk has been reduced <input type="checkbox"/> 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 <input type="checkbox"/> The landscape is more resilient to climate change
Theme: Nature	<input type="checkbox"/> There is a greater area of wildlife rich habitat <input type="checkbox"/> There is greater connectivity between habitats <input type="checkbox"/> Existing habitat is better managed <input type="checkbox"/> There is an increase in biodiversity
Theme: People	<input type="checkbox"/> There are more opportunities for people to explore, enjoy and understand the landscape <input type="checkbox"/> There are increased opportunities for more diverse audiences to explore, enjoy and understand the landscape <input type="checkbox"/> There is greater public engagement in land management, for example through volunteering
Theme: Place	<input type="checkbox"/> The quality and character of the landscape is reinforced or enhanced <input type="checkbox"/> Historic structures and features are conserved, enhanced or interpreted more effectively <input type="checkbox"/> There is an increase in the resilience of nature friendly sustainable farm businesses, which in turn contributes to a more thriving local economy

Describe your project.

You should aim to say something about each of the following things:

- An outline your project
- What your project will deliver
- How your project will achieve the outcomes you have selected above
- What will the results of your project will be
- What the need for your project is
- The opportunity your project will present

(max 500 words)

How will your project support the local priorities and management plan of the Broads National Park/Norfolk Coast AONB? Your project must support the priorities of the Protected Landscape you are delivering in.

If you are applying in the Broads or Broadland River Catchment area you should read the [Broads Plan](#) before answering this question.  
[Broads Plan 2017 – Broads Authority \(broads-authority.gov.uk\)](#)

If you are applying in the Norfolk Coast or Norfolk Coast River Catchment area you should read the [Norfolk Coast Plan](#) before answering this question.  
[2019-24 Management Plan - Norfolk Coast Partnership \(norfolkcoastaonb.org.uk\)](#)

(max 250 words)

Who will be involved in delivering the project and what will their roles be?

If your project needs to be promoted, how will you do this?

For example, if you are converting a barn for educational visits, how will you promote the barn to get visitors?

(max 200 words)

What will happen to the project once the funding ends?

You should aim to say something about how you will:

- Make sure the project is sustainable
- Make sure that the skills and knowledge developed whilst delivering your project are embedded longer-term

(max 200 words)

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**Project costs and funding**

You must discuss your project with your Farming in Protected Landscapes engagement lead before you start this section.

Are you VAT registered?	No <input type="checkbox"/>	Yes <input type="checkbox"/>	If yes, what is your VAT number:
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**If you are able to reclaim VAT, please exclude this from the figures given in this section**

**If you are not VAT registered, you should complete the [“Not registered for VAT” form](#) (found at the end of this Application Template). You will be able to include VAT in the figures given below.**

What is your total project cost?

Do you confirm you will ensure funding is used for the intended purpose?

Yes  No

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

For example, are your costs based on Countryside Stewardship rates,

quotes or other published standard rates?		
Does your project have any matched funding?  This can improve your application's value for money score.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes,	What is the value of your match funding?	
	Has your match funding been secured?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Please list your project costs** and where necessary including three quotes for activities as advised by your Protected Landscape Farming in Protected Landscape Programme officer (contact details at start of form). For the quotes, where the chosen supplier of a product or service is not the cheapest available, please provide an explanation as to why you have opted for the higher quotation.

Your Protected Landscape Farming in Protected Landscape Programme officer can help with this section.

(insert rows or continue using a separate sheet as necessary)

Item	Capital <i>Please tick</i>	Revenue <i>Please tick</i>	Item cost (£)	FiPL Payment rate <i>(as advised by FiPL Officer)</i>	FiPL Intervention Rate <i>(as advised by FiPL Officer)</i>	FiPL Grant Request (£)	Funding from additional sources such as match funding (£) <i>(if required)</i>
	<input type="checkbox"/>	<input type="checkbox"/>					

	<input type="checkbox"/>	<input type="checkbox"/>					
	<input type="checkbox"/>	<input type="checkbox"/>					
	<input type="checkbox"/>	<input type="checkbox"/>					

<b>Total FiPL Grant Request (total amount of funding you are applying for)</b>	£ .....
<b>Total cost of project (this is your FiPL grant request and any additional funding you have secured)</b>	£ .....

**Project evaluation**

How will you evaluate the success of your project?

Briefly tell us how you plan to measure progress against your outcomes/outputs and how you will baseline your starting point.  
(max 500 words)

I confirm that I will work with my local Protected Landscape team to participate in a proportionate project evaluation and if required feed into programme evaluation led by external evaluator.

## Declaration

I declare that the information given above is correct to the best of my knowledge, and that if any of the information changes, I will inform the Broads Authority immediately.

Name.....

Position.....

Signed.....

Date.....

### What to do next?

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

If you have added an electronic signature to the declaration then you can email it to: [fipl@broads-norfolkcoast.co.uk](mailto:fipl@broads-norfolkcoast.co.uk)

If you cannot add an electronic signature you should print and sign this application and send it to: Broads Authority, Yare House, 62-64 Thorpe Road, Norwich NR1 1RY

### Please return this form to:

- Electronically to: [fipl@broads-norfolkcoast.co.uk](mailto:fipl@broads-norfolkcoast.co.uk)
- Postal to: Broads Authority, Yare House, 62-64 Thorpe Road, Norwich NR1 1RY

**Optional:** To help us publicise in the future, please tell us where you heard about the programme.



## **Privacy Statement**

By completing this application form, I consent to the Broads Authority storing my personal data. I understand that my personal data will be stored securely, used only for the purpose of processing and evaluating my application to the Farming in Protected Landscape programme. The personal data may be shared with third parties involved in the Local Assessment Panel, the Department for the Environment Food and Rural Affairs and the Rural Payments Agency but will not be shared more widely without my prior consent. The Broads Authority is registered under the Data Protection Act 2018. For more information, please refer to our [Privacy Notice](#) which is published on the Authority's website.

**Not Registered for Value Added Tax (VAT) Form**

Applicant name (main contact)	
Name of project	

I am / we are not registered for the purposes of Value Added Tax because:

- (a) I am / we are not eligible to register; or
- (b) I / we have decided not to apply for voluntary registration

**Delete as appropriate.**

**Declaration**

I / we hereby declare that I am / we are not registered or about to be registered for the purposes of Value Added Tax and that I / we have not claimed and will not claim deduction or repayment as input tax of any amounts of VAT included in the price paid for the following works or facilities which are the subject of the claim made by me / us on:

**Delete as appropriate.**

Date: .....

List of works or facilities covered by the above-mentioned claim:

See: Project costs and funding
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Signed ..... Date.....

Name in **BLOCK LETTERS**.....

On behalf of .....

Notes:

- If you obtain or attempt to obtain by deception grant for yourself or anyone else, you may be liable to a fine and/or imprisonment.
- A false or misleading statement, whether made by the applicant or authorised agent, may mean that approval will be revoked and any grant may be withheld or recovered.