

# Boost for Biodiversity Fund

Terms and Conditions for  
Severn Trent's Biodiversity Grant Scheme 2019

WONDERFUL ON TAP



## **Terms and conditions**

Severn Trent has prepared this document to ensure that applicants to the Boost for Biodiversity Grant Fund are aware of the requirements and conditions attached to the awards of an payments concerned if they are successful.

It's also here to assist in completing and assessing all applications.

All applicants accept that is their responsibility to familiarise themselves with the Terms and Conditions outlined in this document and will comply fully with them. I

If applicants have any queries in relation to their application please contact our Catchment Partnership Coordinator ([catchment.team@severntrent.co.uk](mailto:catchment.team@severntrent.co.uk)) before submitting their application.

In the event that there are any changes to these Terms and Conditions they will be publicised immediately on the Severn Trent website and an updated version of the document available for download.

## **1.0 Key facts**

- Grants will only be available to NGOs, community groups, schools, farmers, and landowners who work within the Severn Trent region. All projects must be designed to improve biodiversity.
- £100,000 of funding will be available, there are no minimum or maximum limits to funding applications.
- A scoring system (see section 11.0) has been devised to ensure that funding will go to projects that demonstrate a clear biodiversity improvement, provide good value for money and where there is demonstration of partnership working. Not all applications will be successful.
- Applications will close at 5pm on Friday 31<sup>st</sup> May 2019
- Successful applicants will be given the opportunity to pitch their project to a judging panel, who will be able to allocate further funding after each presentation.
- All work must comply with relevant environmental legislation and have the appropriate planning permissions.
- All work must comply with the relevant health and safety legislation. Please visit the HSE website [www.hse.gov.uk](http://www.hse.gov.uk) for further information.
- Photos must be taken of the project site before, during, and after work for case study and publicity purposes.
- Projects should be completed by 31<sup>st</sup> March 2021
- All application forms should be returned to our Catchment Partnership Coordinator: [catchment.team@severntrent.co.uk](mailto:catchment.team@severntrent.co.uk)

## **2.0 Objective of scheme**

- Improve and protect biodiversity
- Promote partnership working on a catchment scale

## **3.0 Eligibility**

- Grants will only be available to NGOs, community groups, farmers, and landowners who work within the Severn Trent region.
- All projects must be designed to improve and enhance biodiversity
- You must be aged eighteen years or over on the date you submit your application.

## **4.0 Application procedure**

- Applicants will be required to:
  - Fully complete the application form
  - Attach a map of the project location and, if available, any photos
  - Attach a copy of a recent bank statement (dated within the last 3 months)
  - Attach a copy of your organisation's constitution with this application. The document should be in your organisation's name and signed by appropriate representatives
  - If successful, prepare a short session for the judging panel.

- Severn Trent's Catchment Partnership Coordinator will be available to advise with the application process but will not be responsible for the submission of the application form.
- A scoring system has been devised to ensure that funding will go to projects that demonstrate a clear biodiversity improvement, provide good value for money and where there is demonstration of partnership working. The scoring criteria can be found in section 11.0.
- Applications will close at 5pm on Friday 31<sup>st</sup> May 2019
- All applicants will be contacted regarding the success of their application.
- Not all applications will be successful. ST may reject applications if they are not likely to benefit biodiversity and score poorly.
- The submission of a valid application does not guarantee funding will be received for your project.
- Successful applicants will be notified of their success and will receive further detail on the project pitch stage of the process.
- Applications can be submitted via post (FAO Catchment Partnership Co-ordinator, Catchment Team, 5th Floor, Severn Trent Centre, 2 St. John's Street, Coventry CV1 2LZ) or by email to [catchment.team@severntrent.co.uk](mailto:catchment.team@severntrent.co.uk).
- Applications submitted via email will receive a confirmation of receipt email.
- A maximum of three projects may be entered by any one applicant.

## **5.0 Responsibility of applicant**

- It is the responsibility of the applicant to familiarise themselves with these Terms and Conditions.
- Planning permission may be required depending on the project chosen. Consult your local planning authority or National Park authority to seek informal advice.
- Any capital items you install must comply with the relevant British Standards (BS).
- Items installed under scheme must have a minimum design life of 10 years; or have a minimum design life of 20
- All works must comply with relevant environmental legislation associated with the project
- If your work affects any of the following you will need consent from the Environment Agency or from the relevant authority;
  - National Park
  - Listed Building
  - Scheduled Monument
  - Protected Species
  - National Nature Reserve
  - Site of Special Scientific Interest
  - Registered Parkland
  - Local Nature Reserves
  - Registered Battlefields

- Any work carried out near the top of a river bank may require flood defence consent. Depending on the size of watercourse you should consult the Environment Agency (Tel: 03708506506 or email enquiries@environment-agency.gov.uk). Once offered a grant, applicants can't change their capital works, or amend their agreement unless given permission by Severn Trent.
- Once offered a grant, applicants can't change their capital works, or amend their milestone agreement unless given permission by Severn Trent Water.
- Before, during, and after photos of the project site should be taken, and a short report written on completion of the project.
- Projects should be completed by 31<sup>st</sup> March 2021

## **6.0 Responsibility of ST**

- Assess applications in an unbiased manner using the specified scoring system
- Provide application advice through our Catchment Partnership Coordinator
- Respond to queries within 7 working days via our Catchment Partnership Coordinator
- Keep all project and financial information confidential. This does not however effect our duty to report any breaches in cross compliance to Environment Agency.

## **7.0 Monitoring & evaluation**

- Contracts are non-transferable except in the case of:
  - Certified serious illness of applicant
  - Death of the applicant
  - Long term professional incapacity of the participant
- You must inform ST of any change to a selected project and a written reason displaying your actions. You will then receive a letter of approval
- You will not be entitled to funds to meet the costs of any maintenance or normal wear and tear.

## **8.0 Payment procedure**

- Payment will be split 50-50. The first 50% of the funding will be paid following the project pitch, the final 50% of the funding will be paid on completion of the project.
- Applicants accept that on-the-spot inspections may be required before final payment can be authorised.

## **9.0 Force majeure**

- Where an applicant is unable to continue within the project commitment(s) due to reasons beyond his/her control, a case may be made under force majeure. The following categories of force majeure will be recognised:
  - Death of the participant
  - Long term professional incapacity of the participant
  - A natural disaster affecting the project area

- The accidental destruction of the project area e.g. destruction of property via a fire
- An outbreak of disease affecting all or part of the inhabitants in the project area
- The disposal or vacation of land to satisfy a court order or legal settlement in cases of marital breakdown.

### **10.0 Breach of agreement**

This may result in the non-payment or recovery of some or the entire grant payable or already paid. Note that applicants are responsible for the work carried (even if work was contracted to an external contractor).

The following are classed as breaches of agreement:

- Refusal to allow ST Catchment Partnership Coordinator access to the project area for inspection on reasonable notice
- Providing false or misleading information
- Lack of project photos and report
- Failure to comply with the appropriate standards, planning rules and agricultural codes of practice.
- Missed deadlines.

### **11.0 Scoring Criteria:**

- Area of biodiversity improvement (ha of land or km of river)
- Number of wider project benefits
- Value for money (project benefits against cost)
- SSSI improvement to help reach unfavourable recovering or favourable status
- WFD benefit
- Match funding available
- Number of partners involved

### **12.0 Your personal data and environmental information:**

1. By participating in the Scheme, you agree to provide STW with the necessary personal and business data in order to comply with the Scheme's requirements.
2. For further details please, read the Privacy Policy on our website - <https://www.stwater.co.uk/help-and-contact/legal/privacy/>
3. In the event that we receive a request for information under the Environmental Information Regulations 2004 ("EIR"), we may be required to disclose information to third parties that you have provided to us, to the extent that it is environmental information as defined under the EIR.