

# **GREENWOOD COMMUNITY TREE PLANTING GRANTS**

## **2011/12**

**An introduction to the scheme and  
guidance notes for completing the  
grant application form**



# **Greenwood**

*Nottinghamshire's Community Forest bringing Sherwood Forest to your doorstep*

# Introduction to the scheme

## Introduction

The main aim of the Greenwood Community Tree Planting Grant (GCTPG) scheme is to encourage and support schools and community groups who want to undertake small-scale tree planting projects on school grounds or on public greenspace. This is achieved by providing funding and expert advice and since it was established in 2000, the scheme has supported over 100 schools and community groups and planted thousands of trees.

Our key theme for tree planting in 2011/12 is **Trees for Shade**.

## Climate Change, Health and Trees for Shade

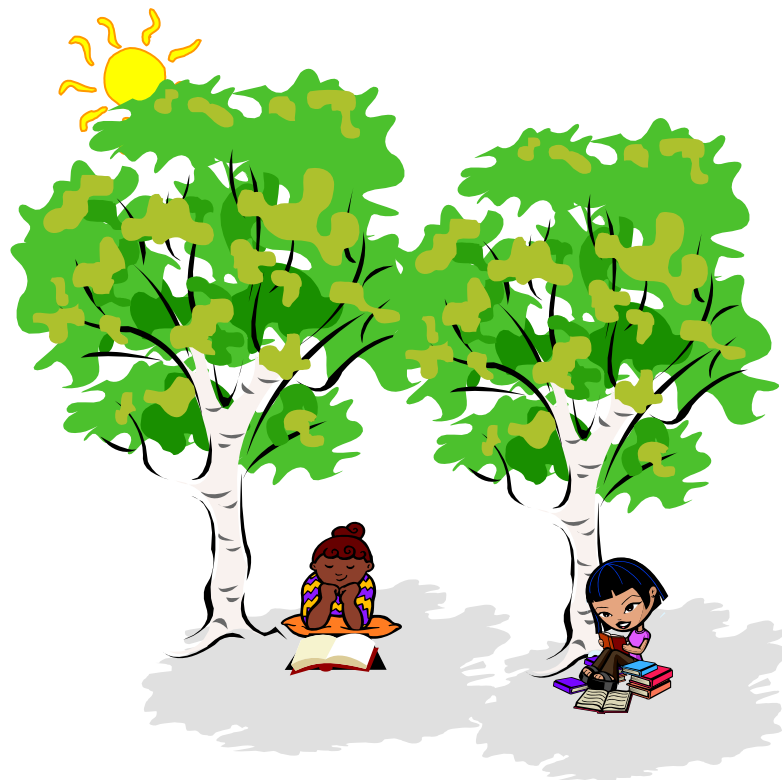
Climate Change scientists predict that average temperatures will rise by 4°C by 2080, which will have an adverse effect on human health. **Trees for Shade** is one way of helping to adapt to climate change. Trees can help by providing shade and have a cooling effect through transpiration (which is water evaporating from tree leaves and other vegetation). Studies show a 10% increase in tree cover can significantly reduce temperatures in urban areas.

The **Trees for Shade** theme will encourage and support carefully located planting around school playgrounds, playing fields and publicly accessible green space. The planting will provide a range of benefits including shading from harmful UV rays, reducing temperatures and providing safe, shady and cool areas for play, outdoor study and recreation.

**Preference will be given to those applicants who demonstrate that their project fits the Trees for Shade theme.**

Applications will still be considered for projects which fit other GCTPG themes:

- **Enhancing the landscape** e.g. screening eyesores, planting hedgerow trees
- **Benefiting wildlife** e.g. providing cover or a food source
- **Encouraging healthy living** e.g. establishing a community orchard.



# GCTPG Scheme Guidance Notes

The scheme guidance notes are designed to help you fill in your application form and get the most out of your proposed project. They will also help to identify whether there is any reason why your project may not be eligible.

## 1. Location

Your proposed project must be situated within the Greenwood area which includes: the districts of Ashfield and Mansfield and the boroughs of Broxtowe and Gedling.

Tree planting must be on school grounds or publicly accessible green space i.e. land owned or managed by parish councils, community groups, wildlife trusts, district councils etc. Projects may be considered on privately owned land but must allow a right of access for the general public and involve the local community in planning and implementing the project. You will need to submit a letter of support from the landowner.

Applications will **not** be considered where tree planting is part of an existing planning permission requirement.

## 2. Making an Application

i. Please complete the application form as fully as possible. The information you provide in the form will be used to compare your project against other applications. Projects will be scored and prioritised according to:

- How well the project helps deliver the GCTPG scheme themes, particularly **Trees for Shade**.
- How well the project has been planned and what the benefits will be.

ii. Your Project:

- Please include a detailed map or aerial photograph showing the location of the site, adjacent roads/streets and the areas for tree planting clearly marked.
- Include a brief description of your project including aims, objectives, who will be involved in planning and implementing the project, how the site will be used and what the benefits will be. Please list the number, size and species of trees to be planted,

If you are unsure what trees to plant or the best places to plant them, please contact us for advice. If required, we can arrange a site visit to discuss your project.

iii. Tree Planting Event and Promotion:

A key aim of the GCTPG scheme is to raise interest and awareness of the benefits of tree planting. Your project should actively involve the school and / or local community with the tree planting (and aftercare), preferably through a publicised event. Your application should give details of who is going to undertake the planting, how many people will be involved and how the event will be publicised. If you need support with promoting your event, please contact us.

**Please note:** The tree planting season (depending on weather conditions) runs from late November to mid March.

iv. Aftercare:

Good aftercare is vital to the success of any scheme. **It is now a condition of the grant that after planting, all trees are fitted with mulch mats to reduce competition from weeds. Larger trees e.g. over 5 feet tall, must also be fitted with strimmer guards to protect against strimmer damage.**

iv. Aftercare: (Continued)

It is essential to maintain a weed free area (1 meter diameter) around newly planted trees. In addition to the mulch mats, extra weed control may be required. Your application should describe how you are going to maintain your scheme and who will do the maintenance.

**Please Note:**

If tree planting within school grounds it is advisable to check your proposals with the Grounds Maintenance team. They will need to be informed of any changes and may need to alter mowing regimes. They may also be able to undertake weed control around newly planted trees.

v. Funding:

The GCTPG scheme is designed to be flexible and funding is available (up to £250 per project) to cover the cost of buying trees, mulch mats and strimmer guards, shelters, tree stakes and ties. If you are unsure about costs, please contact us for advice.

Although we do not require your project to have any match funding, we prioritise projects which demonstrate some element of match funding e.g. cash from other sources or in-kind contributions from volunteers. Volunteer time can be costed at £50 /day

**3. Application Deadline**

The deadline for applications is 25<sup>th</sup> November 2011. Please note that funding is limited and early applications are encouraged. When we receive your application it will be assessed along with other applications. If we need further information we will contact you by phone/email and may arrange a site visit. Successful applicants will receive a letter approving their project. Once your project has been approved you can go ahead and get planting.

**4. How to Claim Your Grant**

Once you have completed your project you will need to submit:

- i. A claim form with copies of any invoices showing expenditure e.g. trees, stakes and ties, publicity costs etc. We will then authorise payment based on the invoices received, up to a maximum of £250.
- ii. A simple post-event form, which provides us with some basic information about your tree planting event.

**Please note:**

**Your claim form, copy invoices and post-event form must be submitted by Friday 16<sup>th</sup> March 2012. We cannot pay your grant until we have received this information.**

**5. Need More Help?**

If you need further advice or help with your project, please contact:

The Greenwood Partnership Team,  
c/o Nottinghamshire County Council  
Conservation Team,  
Floor 6,  
Trent Bridge House,  
Fox Road,  
West Bridgford  
Nottinghamshire  
NG2 6BJ

**Tel:** 0115 977 4112

**email:** [greenwood@nottscc.gov.uk](mailto:greenwood@nottscc.gov.uk)



## Community Tree Planting Grant Scheme 2011/12 Application Form

*Please read the Guidance Notes before completing this application form.*

### **1. Contact Details**

Name of school or community group: .....

Contact name: .....

Contact address: .....

.....

Telephone number:.....

Email:.....

District Council area: .....

### **2. Your Project**

Project address: (if different from above).....

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Who owns the land? .....

Do you have their permission?    Yes     No

If the scheme is on private land, please enclose a letter of support from the landowner.

### **Description of your project**

Please give a brief description of your project including aims, objectives, who will be involved in planning and implementing the project and what the overall benefits will be. Please list the number, size and species of tree you want to plant.

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*Please continue on a separate sheet if required.*

**Remember to attach a detailed map showing the location of the site and the areas for tree planting clearly marked.**

Which GCTPG themes will your project address?

Trees for Shade

Enhancing the Landscape

Benefiting wildlife

Encouraging Healthy Living

### **Tree Planting Event and Promotion**

Who will undertake the tree planting and how many people will take part?

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How will you publicise and promote the event? .....

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### **Aftercare**

Briefly describe how the trees will be cared for after planting and who will undertake weed control, watering, pruning etc: .....

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### **Funding**

Do you have other funding for this project? Yes  No

If yes please specify how much and who from:

**Cash:** e.g. grant from another organisation .....

**In-Kind:** e.g. volunteer time (£50 / person / day) .....

### **Breakdown of costs**

Trees £.....

Mulch mats £.....

Strimmer guards £.....

Tree stakes and ties £.....

Other (please specify) £.....

Total £.....

**Amount requested from Greenwood (max £250)** £.....

**If you need help in putting your project together,  
please contact the Greenwood Team on  
0115 977 4112**

