



This project is supported by a grant from the National Lottery Heritage Fund

Community Engagement Fund For communities and farmers

Title of project: (The project name should be simple and to the point)		Contact name: (This person will be the lead for the project)	
Organisation (if applicable) / or name of lead applicant:		Address: (For correspondence, not project location)	
Contact telephone number:		E-mail:	

1. Summary: Please provide a short summary of your project. Max 200 words (In this section provide a short overview of the project including what you plan to do (and where), who you will work with, and what difference your project will make to the Lough Erne Landscape)

2. Activities & Outputs: What will your project deliver? Max 300 words (In this section tell us why the project is important and tell us what actions you will take and what key outputs you want to achieve)

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3. Timeline: Please outline a brief timeline for your project – Max 200 words (In this section tell us when your project will start (must be at least 2 months after grant close date to allow for agreements to be put in place), please outline all key activities and when these are likely to take place and also when your project is expected to end)

4. Need: What need is the project addressing and who/what will benefit? Max 300 words (In this section tell us what difference your project will make, who will benefit from it and how will the benefits be measured)

5. Impact: Are there any wider social, environmental and economic benefits to the project? Max 300 words (This section provides you with the opportunity to identify how your project will deliver wider indirect benefits. In this section please also mention any volunteer activity that is planned as part of this project, e.g. number of volunteers, activities they will undertake and expected volunteer hours etc.)

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6. Evaluation: How will you measure the success of your project? Max 300

words (In this section tell how you will be able to measure and demonstrate the success of your project, including how the benefits of the project will be sustained and maintained at the end of the grant period – highlight the sustainability of your project).

7. Finances: Please answer the following questions on the financial requirements of the project.

You should use budget headings, rather than a detailed list of items. For example, if you're applying for posters, printing and advertising, then promotional materials are fine.

Considering the 10% cash match funding requirement - Please outline the breakdown of proposed costs (excl. VAT) for the project:

Item	Total cost	Amount requested from Lough Erne Landscape Partnership
Overall project cost	£	
Amount of cash match funding available for this project (funded by the applicant) – must be at least 10%		£
Please indicate whether this funding is secured, applied for or aspirational		
Overall amount requested from Lough Erne Landscape Partnership.		£
Is your organisation/farm business VAT registered? Yes/No:		
Please indicate the level of matched funding available and how it will be evidenced:		

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Grant Aid: Are you currently receiving grant aid/funding from another source?

Yes / No

If yes, please give details

For applications involving work on land.

Do you own the land? If you do not own the land: does your current agreement last for at least another 10 years? Please give details below.

Give some detail on how you plan to manage the work over the next 5 years? e.g. regular maintenance of fence, regular scrub clearance etc?

How much land (hectares), field boundaries (metres) or buildings will be part of this project? (Please provide appropriate marked up maps of any proposed project areas)

Finalising your application - Before sending us your application

Please sure that you have:

- answered all of the questions in the form. If you haven't finished your application, we will not be able to assess your application.
- attached a copy of your organisation's bank statement – either to the email you're sending, or the application form you're posting to us.
- attached a copy of the organisation's constitution (where appropriate).

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Please make sure that we can clearly see the following on your bank statement:

- your organisation's legal name
- the address the statements are sent to
- the bank name, account number, sort code
- date (must be within last three months).

Your statement needs to be less than three months old. For bank accounts opened within the last three months, we can accept a bank welcome letter. This must confirm the date your account was opened, account name, account number and sort code.

If you're a school using a local authority bank account, we'll need a letter from the local authority dated within the last three months. It should show:

- your school name
- the bank account name
- account number
- sort code.

Use of Information

Under the Data Protection Act, the RSPB (as lead partner for the Lough Erne Landscape Partnership) has a legal duty to protect any information we collect about you. The information which you give us will be used in relation to the delivery of the Lough Erne Landscape Partnership programme.

The information you provide within this application form will be shared with the Lough Erne Landscape Partnership team and members of the Lough Erne Landscape Partnership Working Group who are responsible for assessing your application. Please note, the Lough Erne Landscape Partnership is funded by the National Lottery Heritage Fund and as such will be required to share the information provided in your application form, your claim pack and any other documentation you supply that is relevant to your application.

*I/we hereby agree to fulfil all data protection obligations as they pertain to all aspects of this project including management, delivery, data collection and reporting.

*I/we agree to this information being made available to the Lough Erne Landscape Partnership programme partners and funders including the National Lottery Heritage Fund.

Keeping in touch

The contact details you provided in the application form will be held by the RSPB (as lead partner of Lough Erne Landscape Partnership) to contact you about your application.

From time to time the Lough Erne Landscape Partnership would like to send you information about our projects, events and fundraising activities. By providing your email address you agree to us contacting you by email. You can unsubscribe at any time in the future, and your details will be removed from our mailing list.

The Lough Erne Landscape Partnership will not disclose any of your personally identifiable information, except when we have your permission.

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Contact and support

We are keen to support you with your application, and any questions you may have. Please do not hesitate to get in touch with the LELP team.

You can talk to us if completing an application form is difficult or impossible for you. We're happy to talk about alternative ways for you to tell us about your idea.

Grant information sessions

Date	Time	Location
16 October 2019	3pm – 5pm	LELP offices, Waterways Ireland, BT74 7JY
17 October 2019	7pm – 9pm	LELP offices, Waterways Ireland, BT74 7JY
29 October 2019	1pm – 3pm	LELP offices, Waterways Ireland, BT74 7JY
30 October 2019	7pm – 9pm	LELP offices, Waterways Ireland, BT74 7JY

Should you require any support or advice with relation to preparing a grant application,

- Administrator & Project Support Officer: Mary Redmond – 028 6632 7109 / mary.redmond@rspb.org.uk
- Programme Manager: Elmarie Swanepoel - 028 6632 7109 / elmarie.swanepoel@rspb.org.uk

Submission: Before you submit please complete and provide a signature

Print Name & Designation	
Signature	
Date	

You can post us a handwritten copy of your application form (Postal address: Lough Erne Landscape Partnership, Waterways Ireland Headquarters, 2 Sligo Road, Enniskillen, BT74 7JY) or fill it out on your computer and send it to us electronically.

- **Your application should be received by the LELP team no later than 5pm on Thursday, 07 November 2019.**
- All completed and signed application forms should be submitted to: info@lelp.org.uk
- In the subject header of the e-mail please quote: CEFF application 2019 - (and then the name of the project)

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