APPPLICATION FORM

Herefordshire Natural Flood Management (NFM) Construction Grant Scheme

**Completing this form**

Before completing this application form, please ensure you have read the Herefordshire Council (NFM) [Construction Grant Scheme Guidance document](https://www.herefordshire.gov.uk/nfmgrant).

Make sure that you have completed all sections of the application form.

When we initially assess your application, we will check that:

* The application is for works within one of the seven priority sub-catchments;
* The proposed works meet the grant item criteria;
* All of the requisite supporting evidence has been provided; and
* The application has been made by the landowner or by a consultant or tenant acting on the applicant’s behalf.

If we are satisfied that the application meets all the initial criteria, it will be reviewed by the Council.

**FUNDING CRITERIA:**

**Works that CANNOT be funded include:**

* Those already completed prior to grant approval
* Those funded from another grant scheme (such as the Countryside Stewardship Scheme, Sustainable Farming Incentive or England Woodland Creation Offer)
* Those relating to regulatory requirements (such as Farming Rules for Water)
* Those relating to statutory planning requirements

**The following rules apply to applications:**

1. They must be for NFM measures detailed within the NFM Construction Grant Scheme Guide and that help to reduce flood risk within one of the seven priority sub-catchments.
2. They must be made by the landowner or by a consultant/ tenant acting on their behalf.
3. NFM measures funded must be delivered within 18 months of the grant offer unless otherwise agreed in advance.
4. They must demonstrate achievement of best value for money.
5. Items must have a minimum design life of at least 5 years – NFM01, NFM02, NFM03, NFM04, NFM05 and NFM17 (case dependent) and NFM18 (case dependent) are excluded from this requirement.
6. Works must conform to all relevant health and safety legislation and British/ European Standards or equivalent.
7. Any relevant permissions and consents must be obtained. For further guidance, please see the NFM consenting flow charts which are available at [[www.herefordshire.gov.uk/nfm](https://www.herefordshire.gov.uk/nfmgrant)](https://www.herefordshire.gov.uk/flooding-2/flood-management/5)
8. They must meet the minimum monitoring requirements (see Section 11 of NFM Construction Grant Scheme Guide).
9. Flora and fauna must be protected in the delivery of NFM measures.
10. Photographs of the completed project must be supplied.
11. Quote/ quotes must be provided for grant items: NFM12 and NFM17.

**Project Title**

Click or tap here to enter text.

**Section 1: Contact details - The application MUST be made by the landowner or by a consultant or tenant acting on their behalf**

* 1. **Applicant/Landowner name** Click or tap here to enter text.

**1.2 Applicant/Landowner’s Primary contact details**

Title Click or tap here to enter text.

Name Click or tap here to enter text.

Position Click or tap here to enter text.

Address Click or tap here to enter text.

Postcode Click or tap here to enter text.

Daytime telephone Click or tap here to enter text.

Mobile telephone Click or tap here to enter text.

Email address Click or tap here to enter text.

Type of organisation Click or tap here to enter text.

Company/Charity No. Click or tap here to enter text.

(if applicable)

Can your organisation Yes [ ]  fill in number below No [ ]

recover VAT? VAT number Click or tap here to enter text.

**Section 2: Consultant / Tenant Details -** Should you wish, a consultant or tenant acting on behalf of the landowner can make the grant application. If you are the Landowner and applying yourself, please leave the whole of section 2 blank.

* 1. **Applicant/Landowner name** Click or tap here to enter text.

**2.2 Consultant / Tenant details.**

This application is being made on behalf of the Landowner by (please tick as applicable)

Consultant [ ]  Tenant [ ]

* 1. **Contact details of Consultant/Tenant applying on behalf of the landowner**

Name of Consultant/Tenant Click or tap here to enter text.

Organisation name Click or tap here to enter text.

Consultant/Tenant address Click or tap here to enter text.

Email address Click or tap here to enter text.

Telephone number Click or tap here to enter text.

* 1. **Consent from Landowner (if the applicant is a Tenant)**

I (Landowner) give my consent for this application to be made by the named Consultant/Tenant above on my behalf:

Signed 

Date Click or tap to enter a date.

**Section 3: Project Purpose – Site details**

**3.1 Which NFM sub-catchment area/s will your project area be carried out within? Tick as appropriate.**

Bodenham Brooks [ ]

Brimfield Brook [ ]

Cheaton, Cogwell and Ridgemoor Brooks [ ]  Dulas Brooks [ ]

Norton, Red & Twyford Brooks [ ]

Pentaloe Brook [ ]

Tedstone Brook [ ]

**3.2 Proposed NFM site details – please also attach a map and photos of the proposed area.**

Name of proposed site Click or tap here to enter text.

Postcode for site Click or tap here to enter text.

Grid reference Click or tap here to enter text.

Existing land use at the site Click or tap here to enter text.

**Section 4: NFM Grant Item Information**

Table 1 (See Section 4.1) details the NFM items included within this grant scheme.

The table details the operational cost to implement each NFM item and the grant contribution rate available to help pay for the measures to be implemented.

Further details of the requirements of each grant item are included within the Herefordshire Natural Flood Management (NFM) Construction Grant Scheme Guide which is available at: [www.herefordshire.gov.uk/nfmgrant](http://www.herefordshire.gov.uk/nfmgrant)

**Please complete Table 1 detailing which grant items you wish to apply for.**

If you wish to apply for grant items NFM12 (Leaky dams) or NFM17 (Landowner innovation), please complete the additional information section below.

**Please note:**

* The maximum grant rate is the maximum value payable for a specific grant item. i.e. for an attenuation pond, this would be 100% of the spend (to a total maximum of £12/ m2 ).
* National, published grant values have been used wherever possible. If this is not available, locally sourced values have been used (based upon information gathered through the Pilot Project or from our Project partners). Grant values may change and are subject to interim evaluations.
* If the cost of works exceeds the grant maximum, the landowner would be responsible to finance the excess cost.
* Works cannot be funded retrospectively.
* Any variations to the grant offer must be agreed in writing before works are undertaken – the Council can only pay against what was offered and what was applied for.
* Whilst the cost of obtaining consents and permissions to deliver the NFM measures can be included within a grant application, their funding will be dealt with on a case-by-case basis and is not guaranteed.
* As the size, design and construction techniques for leaky dams are site specific, these grants will be dealt with on a case-by-case basis and require a quote. As a guide, the following national, published grant values exist for leaky dams;  [£85.29/ check dam](https://www.gov.uk/countryside-stewardship-grants/check-dams-rp12), [£461.39/ small leaky dam](https://www.gov.uk/government/publications/england-woodland-creation-offer-application-form) (1-2.99m wide) and [£764.42/ large leaky dam](https://www.gov.uk/government/publications/england-woodland-creation-offer-application-form) (3-5 m wide). Additional information, including quotes detailing any associated costs are required.
* Applications for NFM Facilitation options (NFM18) are NOT guaranteed and will only be supported if they are integral to the successful delivery of a wider NFM scheme. The funding available for NFM18 NFM Facilitation will need to be proportionate to the overall cost of the substantive NFM project and will be dealt with on a case by case basis.

**4.1 Table 1 - Details of NFM grant items applied for**

| **Option Type** | **Item Code** | **Description** | **Cost of total operation** | **Max. Grant contribution** | **Maximum Grant Rate** | **Area, length or number of proposed features** | **Net grant amount (£)** | **Any****In-Kind / match (£)** | **Total Net costs (£)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Soil Management** | **NFM01** | Grassland aeration | **£34.02/ha a** | **50%** | **£17.01/ha** |  |  |  |  |
| **Soil Management** | **NFM02** | Grassland sward lifting | **£77.33/ha a** | **50%** | **£38.66/ha** |  |  |  |  |
| **Soil Management** | **NFM03** | Arable subsoiling | **£77.33/ha a** | **50%** | **£38.66/ha** |  |  |  |  |
| **Cover crop** | **NFM04** | Catch/cover cropping | **£129/ha c** | **75%** | **£96.75/ha** |  |  |  |  |
| **Cover crop** | **NFM05** | Under sowing maize | **£98.80/ha d** | **50%** | **£49.40/ha** |  |  |  |  |
| **In-field water storage**  | **NFM06** | Grass swales | **£7.52/m2 c** | **100%** | **£7.52/m2** |  |  |  |  |
| **In-field water storage** | **NFM07** | Sediment traps  | **£11.88/m2 c** | **100%** | **£11.88/m2** |  |  |  |  |
| **In-field water storage** | **NFM08** | Attenuation ponds | **£12/m2 d** | **100%** | **£12/m2** |  |  |  |  |
| **In-field water storage** | **NFM09** | Earth bunds | **£195.61/unit (100m of bund)c** | **100%** | **£195.61/ unit (100m of bund)** |  |  |  |  |
| **In-field water storage** | **NFM10** | Wetland area  | **£10/m2 d** | **100%** | **£10/m2** |  |  |  |  |
| **In-channel water storage**  | **NFM11** | In ditch seepage barriers | **£198.14/barrier c** | **100%** | **£198.14/ barrier** |  |  |  |  |
| **In-channel water storage** | **NFM12** | Leaky dams | **£85.29c - £764.42b /dam** | **100%** | **£85.29 - £764.42/ dam**  |  |  |  |  |
| **Fencing**  | **NFM13a** | Fencing – post, stock netting, 1 barb | **£9.34/m b** | **100%** | **£9.34/m**  |  |  |  |  |
| **Fencing** | **NFM13b** | Permanent electric fencing | **£5.66/m c** | **100%** | **£5.66/m** |  |  |  |  |
| **Fencing** | **NFM13c** | Metal Field Gate | **£340 each b** | **100%** | **£340 each** |  |  |  |  |
| **Fencing** | **NFM13d** | Wooden field gate | **£612 each b** | **100%** | **£612 each** |  |  |  |  |
| **Fencing** | **NFM13e** | Gateway re-location | **£369.59 each c** | **£100%** | **£369.59 each** |  |  |  |  |
| **Trackway options** | **NFM14** | Cross drains | **£750.26/ unit c** | **100%** | **£750.26/ unit** |  |  |  |  |
| **Tree planting**  | **NFM15** | Tree planting | **£1.72/tree b** | **100%** | **£1.72/tree** |  |  |  |  |
| **Tree planting**  | **NFM16a** | Hedge planting | **£22.97/m c** | **100%** | **£22.97/m** |  |  |  |  |
| **Tree planting**  | **NFM16b** | Standard hedgerow tree | **£19.06/tree c** | **100%** | **£19.06/tree** |  |  |  |  |
| **Landowner innovation**  | **NFM17** | Landowner innovation | **Up to £5,000** | **TBC on application.****50-100%** | **Up to £5,000** |  |  |  |  |
| **NFM Facilitation** | **NFM18a** | Piped culverts in ditches | **£376.23/unit c** | **TBC on application.****50-100%** | **Up to £2,500** |  |  |  |  |
| **NFM Facilitation** | **NFM18b** | Hard base for livestock drinkers | **£179.15/base c** |  |  |  |  |
| **NFM Facilitation** | **NFM18c** | Livestock trough  | **£152.92 each c** |  |  |  |  |
| **NFM Facilitation** | **NFM18d** | Pipework associated with livestock troughs  | **£3.31/m c** |  |  |  |  |
| **Consents/ permissions** | **-** | **Consents / permissions**  | **Dealt with on a case-by-case basis. Funding is not guaranteed.** | **TBC on application** | **TBC on application** |  |  |  |  |
|   |  |  |  |  | **Total:** |  |  |  |  |

**Source of Rates:**

a [National Association of Agricultural Contractors (NAAC) contracting prices.](https://www.naac.co.uk/pricesguide/)

b [England Woodland Creation Offer (EWCO) rates](https://www.gov.uk/government/publications/england-woodland-creation-offer-application-form).

[c Countryside Stewardship rates 2023.](https://www.gov.uk/countryside-stewardship-grants)

d Based on local information and experience gathered through the Pilot Project or from our Project partners

**\*Rates checked and correct on 2th February 2024**

**4.2 Additional information for Leaky Dams (NFM12) – if you wish to apply for this grant item, please complete answer the relevant sections below. If you are not applying for Leaky Dams, please move on to next section.**

Leaky Dams (NFM12). As the size, design and construction techniques for leaky dams are site specific, these grants will be dealt with on a case-by-case basis. As a guide, the following national, published grant values exist for leaky dams; [£85.29/ check dam](https://www.gov.uk/countryside-stewardship-grants/check-dams-rp12), [£461.39/ small leaky dam](https://www.gov.uk/government/publications/england-woodland-creation-offer-application-form) (1-2.99m wide) and [£764.42/ large leaky dam](https://www.gov.uk/government/publications/england-woodland-creation-offer-application-form) (3-5 m wide).
 Please provide the following information to support this application:

**Number of proposed leaky dams:** Click or tap here to enter text.

**Length of watercourse which will benefit from the installation of the leaky dams** (please provide the distance from the first leaky dam to the last leaky dam within the series).

Click or tap here to enter text.

**Total cost of installing leaky dams** - please provide a quote(s) detailing a breakdown of costs e.g. materials, equipment and labour. Further guidance on quotes is available in Appendix C of [NFM Construction Grant Scheme Guide](https://www.herefordshire.gov.uk/downloads/file/17244/natural-flood-management-construction-grant-scheme-guide).

Click or tap here to enter text.

**Cost of each leaky dam:** Click or tap here to enter text.

**Any additional details** e.g. design of leaky dam

Click or tap here to enter text.

**4.3 Additional information for Landowner innovation (NFM17)** **– if you wish to apply for this grant item, please complete answer the relevant sections below. If you are not applying for Landowner Innovation, please move on to next section.**

Landowner innovation (NFM17) - Land management practices and operations vary between farms, landscapes, businesses and holdings. The list of grants offered therefore may not be suitable for all situations. The ‘Landowner Innovation’ item offers applicants an opportunity to suggest alternative and innovative solutions to reduce flood risk, improve infiltration and deliver multiple benefits such as reduced soil erosion.

Please provide the following information to support this application:

**Please detail proposed works:** Click or tap here to enter text.

**How will the proposed works help reduce flood risk?** Please provide details as to how the proposed works would slow the flow of water and reduce flood risk e.g. how much water would be stored?

Click or tap here to enter text.

**Total cost of landowner innovation** - please provide a quote(s) detailing a breakdown of costs e.g. materials, equipment and labour. Further guidance on quotes is available in Appendix C of [NFM Construction Grant Scheme Guide](https://www.herefordshire.gov.uk/downloads/file/17244/natural-flood-management-construction-grant-scheme-guide).

Click or tap here to enter text.

**4.4 Have you applied for, or been granted any other funding for this project from organisations outside of Herefordshire Council?** Note, this grant scheme cannot fund works that are also receiving funding from another grant scheme (such as the Countryside Stewardship Scheme, Sustainable Farming Incentive or England Woodland Creation Offer).

Yes [ ]  If ‘YES’, please state who to: Click or tap here to enter text.

No [ ]  When do you expect to hear the outcome? Click or tap here to enter text.

**4.5 Are the works related to regulatory requirements?** Note, this grant scheme cannot fund works related to regulatory requirements (such as Farming Rules for Water)

Yes [ ]

No [ ]

**4.6 Are the works related to statutory planning requirements?** Note, this grant scheme cannot fund works related to statutory planning requirements.

Yes [ ]

No [ ]

**Section 5: Project benefits and implementation**

**5.1 When do you intend to implement the proposed NFM works?** Please detail the proposed timescale for implementing each of the proposed measures. If there are any issues of timing that would require the application to be appraised urgently, then this should be highlighted when submitting the application.

Note, the project cannot be funded retrospectively. Any invoices dated or claims for work undertaken prior to that of the offer letter will be deemed ineligible.

**Proposed start date:** Click or tap to enter a date.

**Proposed completion date:** Click or tap to enter a date.

**Any issues of timing?**

**5.2 Have you received advice about the proposed application with the relevant Catchment Advisor or the NFM Project Officer?** If yes, please detail the advice you have received and share any relevant reports.

Yes (please detail advice given below) [ ]  No [ ]

If ‘Yes’, what advice was given? Click or tap here to enter text.

**5.3 How will the proposed works reduce flood risk?** Please detail how the proposed NFM works will reduce flood risk, including details of the estimated volume of water storage that would be achieved or how the measures will help slow the flow of water.

Click or tap here to enter text.

**5.4 What additional benefits would the proposed NFM works offer?** Please detail the additional benefits that the NFM measures would have on your land and to others within the catchment e.g. improved water quality, habitat creation, carbon sequestration.

Click or tap here to enter text.

**5.5 Who will carry out the proposed works?** If the works are to be carried out by a Contractor, please state who they are and detail their relevant qualifications and experience.

Click or tap here to enter text.

**5.6 Do you require any consents/ permissions to implement the proposed works?** NFM Consenting Flow charts are available on the [Council’s webpage](https://www.herefordshire.gov.uk/flooding-2/flood-management/5) and provide further guidance on the potential consents and permissions that you may require before implementing different types of NFM. Note, Herefordshire Council’s NFM Team will apply for and manage any Ordinary Watercourse Flood Defence Consents relating to this grant scheme on behalf of the applicant.

If consents/ permissions are required, please provide the following additional information.

Consents/ permissions required: Click or tap here to enter text.

Consents/ permissions obtained: Click or tap here to enter text.

**5.7 If you wish to provide any additional information to support this application, please detail below.**

Click or tap here to enter text.

**Section 6: Monitoring and Reporting**

It is essential that we gather information on the NFM measures implemented through the project. Collecting evidence helps us to develop our knowledge of NFM as well as helping us quantify the impact of the NFM delivered within the catchments.

In order to do this, the following information will be collected and reported on through the NFM Construction Grant Scheme, **minimum monitoring requirements:**

- **Location, type and extent of NFM measures to be mapped** – This information will allow the spatial coverage of the project to be assessed and provide an understanding of how the measures have been implemented across the county.

- **Cost of implementing NFM** – The cost of implementing the NFM measures will be collated within a project database, noting how the measure was funded. This information will help inform future decisions regarding NFM funding.

**-** **Maintenance requirements** – Whilst it is anticipated that NFM structures require minimal/no maintenance, over time the measures will alter naturally and may degrade. Applicants are responsible for ensuring NFM measures funded through the scheme are monitored. Applicants are also responsible for keeping records of any maintenance activities carried out (and any associated costs). Such information will help to inform future NFM activities.

- **Photographs** – Photographs of the land before and after the NFM measures are required to support this application. These photographs will help show the effects NFM measures have on the landscape and how the NFM measures change over time.

**- Flood risk benefits** – It is important that we quantify the flood risk benefits achieved by delivering each NFM measure. Where possible, information will be gathered and recorded on the volume of water storage provided by individual NFM measures. Leaky dam surveys will form part of this data collection.

**Please note: Information collected about you and your land will be anonymised before it is included within any project reporting or monitoring assessments. Any maps produced that are publically available will not be at a resolution that enables specific parcels of land to be identified. Any photographs that are taken, which are made publically available, will not contain any Personal Identifiable Data.**

The project’s monitoring plan includes numerous other monitoring options e.g. fixed-point photography studies of NFM features, habitat surveys, multiple benefit assessments, river flow monitoring, assessments of changes to hydraulic roughness and studies on the changes to sediment movements. To assist with delivering this monitoring plan, we are looking for volunteers to help capture the data and willing landowners to allow this additional monitoring to occur on their land. If you are interested in getting involved with this more detailed research, please speak to the Council’s NFM Project Officer.

More information about the Herefordshire NFM Project’s volunteer scheme can be found at [www.herefordshire.gov.uk/nfmvolunteer](http://www.herefordshire.gov.uk/nfmvolunteer)

Please note applications that offer the opportunity for additional monitoring options, will be considered preferential by the Council when they are reviewed by the Herefordshire Council NFM Project Officer.

**6.1 Are you interested in getting involved with additional monitoring on your land?** If so, please provide details below.

Click or tap here to enter text.

**6.2 Please describe, in no more than 250 words what success will look like for this project and how you will measure that success.**

Click or tap here to enter text.

**Section 7: Checklist – Please ensure the following information is provided with your application. Please confirm by ticking the boxes below**

**7.1 Please also submit the following information.**

Completed application form (this document) Yes [ ]

Map showing location, type and extent of proposed NFM measures. Yes [ ]

NFM advisory report Yes [ ]

Quote(s) for eligible expenditure (NFM12, NFM17 applications only) Yes [ ]

Maps showing the extent of any environmental or historic designations at or near the site. Yes [ ]

Photographs of the site before the NFM work has been implemented Yes [ ]

| **Fraud statement** |
| --- |
| By completing the application or accepting the grant payment, you are confirming that you are eligible for the grant. If your eligibility circumstances change after making an application or receiving this funding, you must notify us immediately.Herefordshire Council will not accept deliberate manipulation or fraud and any instances will be actively investigated. Any individual who falsifies their records or dishonestly provides inaccurate information to gain grant money will face prosecution. The Council reserves the right to recoup funds and claw back any grants paid in error.The personal information we have collected from you will be shared with fraud prevention agencies who will use it to prevent fraud and money-laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance, or employment. Further details of how your information will be used by us and these fraud prevention agencies and your data protection rights, can be found on the Herefordshire Council website here: <http://www.herefordshire.gov.uk/fraudprivacy> |
| **Data Protection** |
| Herefordshire Council is the Data Controller under data protection law for any personal data provided by you and we will only use the information you provide on this form to administer, process and assess your application for funding under the Herefordshire Natural Flood Management (NFM) Construction Grant Scheme and to administer any funding if your application is successful. The legal basis for processing this data is that it is necessary for the performance of a Contract with you or to take steps preparatory to such a Contract.Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner’s Office <https://ico.org.uk/> We will keep your data once an application is approved and funding released for the period of 7 years as defined by the funding body.Information may be shared with other persons or organisations helping us with the assessment and monitoring of applications. Information you provide may also be shared with government departments, agencies and third parties appointed in connection with the administration of this grant. |

**Section 8: Declaration - A signature is required from the Landowner. Please do not type your signature as an electronic signature is required.**

 **I confirm that I have read and understood the Fraud Prevention Notice and confirm that the information contained within this application form is true and accurate.**

**I confirm that all measures proposed in this application are on land within my ownership.**

**I agree that the minimum monitoring requirements can be collected as part of this grant scheme application (Section 6 of this application form).

I confirm that I am not/ will not be receiving funding from another source for items detailed within this grant application.

I confirm that the proposed works do not relate to any regulatory requirements (such as Farming Rules for Water).

I confirm that the proposed works do not relate to any statutory planning requirements.**

Name: Click or tap here to enter text. Position: Click or tap here to enter text.

Signature 1 Date: Click or tap to enter a date.

In order to help us improve our service, please comment on how easy you found this Application form to complete. What would make it easier?

Click or tap here to enter text.

We may also advise you of other council services, which may benefit you.

Please tick here if you do **not** consent to your details being kept on a database for this purpose. [ ]

If you would like help to understand this document or would like it in another format or language, please contact the delegated grants team at Herefordshire Council on:

01432 260753 or delegatedgrants@herefordshire.gov.uk.

We would like projects to be both environmentally and economically sustainable wherever possible and help and advice is available by calling: 01432 261930.

**Please submit your application by email to:** **delegatedgrants@herefordshire.gov.uk**

Sending by email is the preferred method. However, if you are unable to submit your application electronically, by post to:

 Delegated Grants and Programmes

 Herefordshire Council

 Plough Lane Offices

Hereford, HR4 0LE

Please let the Delegated Grants Team know via telephone call or email if you have posted your application.