



FOREST FOR CORNWALL COMMUNITY FUND: TERMS & CONDITIONS

1. The F4C Community Fund can offer up to £5000 per approved project. The F4C Community Fund will only be released once the applicant can demonstrate that the F4C Community Fund financial offer has met or exceeded its target by other sources through Crowdfund Cornwall.
2. Should the crowdfunder project not reach 100% of its target, the money pledged will be refunded to Cornwall Council who will use it for other projects.
3. The applying body shall have management control of the land either through ownership or through an appropriate legal document e.g. at least 15 years and with appropriate reference to public access.
4. Trees or shrubs that have died must be replaced, using own sources of funding.
5. The trees and woodland planted should be considered a permanent change of land use.
6. Grants awarded under the scheme must only be used to support the expenditure identified in the application, as approved, and for no other purpose. Spot checks may be made.
7. The grant should usually be spent within the timeline provided in your application. If it is likely that there will be a delay, the applicant must notify the Forest for Cornwall Team. forestforcornwall@cornwall.gov.uk

The applicant shall retain all receipts and proof of expenditure for the purposes of audit at a later date for up to 7 years. Spot checks may be made.
8. The applicant must not use the grant for any unlawful activities, the promotion of political and/or religious activity or activities that are discriminatory on the grounds of religion, race, sex, sexual preference, age or disability.
9. The applicant must not use the grant to pursue any activity required to meet statutory regulations.

10. Projects must not be for private profit.

11. Where applicable, the applicant must have insurance for any activity which the grant will be wholly or partly funding. This includes public liability cover at any community events.

12. Recognition of Cornwall Council financial support must be included on any promotional materials.

13. The applicant will be required to participate in any publicity deemed reasonably appropriate by Cornwall Council and associated with the offer of funding.

14. Reporting requirements will include reports on work carried out, spend and photographic evidence every year for the first 5 years and then in year 10 and 15

Please include the following information:

- a. Planting to date including species and numbers
- b. How has ongoing maintenance and aftercare been undertaken to date
- c. Significant issues and solutions put in place.
- d. A selection of photographs representative of the project that demonstrate achievements to date.

What can the funds be spent on?

- Personal Protective Equipment (PPE) e.g. gloves and tools necessary to carry out the project if using volunteers.
- Trees from appropriate sources (to avoid pests and diseases). Please refer to these helpful resources: [Local tree nurseries that supply UK sourced and grown trees \(pdf\)](#) [UK nurseries that supply UK sourced and grown trees \(pdf\)](#)
- An appropriate amount of time from a professional adviser for example someone with good ecological, tree, woodland knowledge to advise, assess site condition and draft a management plan. For example, on a smaller site a day of advice may well suffice whereas on a large scheme more may be required.
- Fencing, tree guards, tree ties, stakes, mulch etc. to protect young trees/shrubs from predation and/or other damage.

- Where proportionate, contractors or labour to carry out the works as detailed in the project plan.
- Work in following years that is essential to ensuring the trees establish and thrive –this may for example include weeding, re-checking protection measures, topping up mulch, watering etc.

The funds cannot be spent on:

- Retrospective funding to fill funding gaps not identified before the project starts.
- Salary or routine administration costs of the applying organisation.
- Herbicides, pesticides or inorganic fertilisers. Their use is highly discouraged, particularly on public sites.
- Land which is not publicly accessible other than schools.
- Political activities, lobbying or campaigning.
- Projects which in the assessment of Cornwall Council show actual or potential unlawful discrimination within the terms of the Equality Act 2010.
- Statutory activities/requirements.
- Hospitality (catering and refreshment costs).
- Applications from individual private/commercial sector organisations (applications from not for profit groups that would benefit private/commercial sector organisations on a collective basis AND the wider community may be eligible depending on the specific details of the project; an example might be a community event in a town centre).
- Clothing/Uniform for the sole use of an individual other than where required by risk assessment. Funding for projects not delivered in Cornwall.

Projects working with vulnerable groups of people will need to ensure policies and procedures are in pace for safeguarding and protecting vulnerable adults and children. These should be reviewed annually to ensure they are in accordance with current legislation and best practice.