



## **SPECIAL PROJECTS SCHEME GUIDELINES 2016 - 17**

**Many people, businesses, communities, and local groups have great ideas for projects to care for the Chilterns Area of Outstanding Beauty and make it a better place to live, work and visit. The Chilterns Conservation Board wants to help turn those ideas into reality through an easy to access Special Project scheme.**

### **What kind of projects can be supported?**

The Conservation Board wants to use the Special Project Fund to really make a difference to the Chilterns and for those who live, work in and visit the AONB. Projects must clearly meet the following priorities:

1. Conserve and enhance the natural beauty of the Chilterns AONB – e.g. wildlife, landscape, or historical projects - and /or
2. Increase the understanding and enjoyment of the area's special qualities – e.g. information, events, access improvements, sustainable tourism projects – and /or
3. Promote the economic and social well-being of local communities within the AONB – e.g. local food and drink, outdoor play, health walks.

### **What are this year's specific priorities?**

This year projects within one of these themes are particularly encouraged:

- Practical work to conserve habitats in priority areas
- Volunteering – recruiting new volunteers to work in and promote their part of the Chilterns
- New access
- New audiences

### **Who can apply?**

- Community groups, including Parish Councils
- Charities and not for profit organisations
- Individuals  
(Individuals or businesses can only be beneficiaries where the project shows a clear benefit to the wider community).

You don't have to live or work within the Chilterns AONB to apply, but you must demonstrate that your project will benefit the area.

### **What can the grant be used for?**

- Purchase or hire of materials or equipment.
- Contractors
- Awareness Raising
- Publicity and marketing
- Research
- Training and Skill Development



Overhead costs are not normally grant-aided but they may be considered in exceptional cases.

Applications for funding cannot be made retrospectively. Any grants agreed must be in advance of any works or expenditure that form part of the application bid.

### **When do projects have to be completed by?**

We will agree a timetable with you including the completion of the project and a deadline by which you have to submit your grant claim. (N.B. grants are paid at the end of the project).

See separate **Terms and Conditions** note.

### **What cannot be supported?**

- Statutory duties or conditions of planning permission
- projects which do not offer significant public benefits
- routine maintenance and management
- staff costs, unless exceptional circumstances apply

### **How much funding can be provided?**

Grants awarded will normally be in the region of **£200 - £2000**.

Typically grants will be up to **50%** of the total cash costs of the project, however, in the case of projects costing £500 or less, grants of up to 75% of cash costs may be considered.

Volunteer time and other input (e.g. free materials, use of machinery) is recognized as valuable in kind contribution and should be recorded. However, any grant will be calculated as a percentage of cash costs only.

If there is potential for the project to generate income, details must be provided and this will be taken into account in any grant award made.

**In all cases, an agreement setting out what is required for satisfactory completion of the project will need to be signed prior to receipt of the grant.**

### **How can I apply for funding?**

If you think that your project may be suitable for this scheme fill in the application form and return it to: [njackson@chilternsaonb.org](mailto:njackson@chilternsaonb.org)

Neil Jackson  
Chilterns Conservation Board  
The Lodge  
90 Station Road  
Chinnor  
Oxfordshire OX39 4HA

Tel: 01844 355523

It is usually best to discuss your project before submitting an application.



An Area of Outstanding Natural Beauty