

APPENDIX C: APPLICATION FORMS

PLEASE NOTE: These copies of the application form are for information only. Only applications submitted through the online form will be accepted.

1. PROJECT GRANT APPLICATION FORM

General information

Project Grants of between £250,000 and £750,000 aim to support the delivery of exemplar green and resilient projects by March 2025. A minimum of 30 per cent of the overall cost must be match funded. Please read in conjunction with the Green and Resilient Spaces Fund application and funding guidance.

Please complete the form as fully as possible. If you are unable to respond to any questions, please indicate this with N/A and add an explanation as to why this information cannot be provided.

All applications should be accompanied by the following information provided as attachments:

- Completed milestone funding, budget, outputs and risk assessment tables using the spreadsheet template provided
- Existing site plan, ideally based on an ordnance survey map with the site boundary clearly indicated
- Information about the proposals including your latest design proposals (ideally to RIBA Stage 3 or equivalent) and relevant technical or feasibility studies completed – up to five documents
- Evidence of political and community support for the project eg. letters, community engagement reports up to three documents
- Existing site photos (combined into one document)

Completed application forms and supporting documentation should be submitted online by **5pm on 10 February 2023.**

Please ensure each of your supporting documents do not exceed 20MB in total.

GREEN AND RESILIENT SPACES FUND ROUND TWO: APPENDIX B

If you have any queries about how to complete your form please email your query to:
greenandresilientspaces@london.gov.uk

Project Details

(This section is for information only and will not be scored)

Project title

Applicant organisation name

Application organisation address

Applicant contact name

Position held/job title

Email address

Telephone number

Form of lead organisation

- ☐ London Borough
- ☐ Other public sector
- ☐ CIC
- ☐ Cooperative
- ☐ Limited Company
- ☐ Unincorporated organisation
- ☐ Other

If other, please describe

Registered charity and/or company number (if applicable)

Other partner organisations actively involved in the project

Are you related to or do you have any contact with any elected GLA officials or members of our staff?

Yes ☐ No ☐

If yes, please tell us about your relationship with them and their name (or names) and which team they work in:

Is your organisation currently in receipt of any other GLA grants? (eg Grow Back Greener, Rewild London, Future Neighbourhood 2030? If so, please provide details.

How much GLA grant funding are you requesting? (£) (Between £250,000 and £750,000 for up to 70 per cent of the cost of the project)

Brief project summary (this should succinctly sum up the aims and scope of the project in simple, non-technical terms in no more than 150 words)

Project site location – please provide a site plan showing the extent of the project site/area

Borough

Ward

Postcode

River catchment the site is located in

Name of site owner(s)

Name of site manager(s) if different from owner

List all supporting information you are including with your application

A: Meeting the aims of the Fund

This section will account for 30% of the assessment score.

ABOUT YOUR PROJECT SITE

What is the overall size of your project site(s) in square metres?

Is your project site(s) currently freely accessible to the public?

- ☐ Yes
- ☐ No
- ☐ Partly

If 'no', explain how the project will ensure public access when complete and if 'partly', please state which parts of the site are not accessible and why
(max 150 words)

Within which category of overall climate risk on the London Climate Risk Map is your project site? Go to the Climate Risk Maps on the London datastore:

<https://data.london.gov.uk/dataset/climate-risk-mapping>

- ☐ Blue (low)
- ☐ Green
- ☐ Yellow
- ☐ Orange
- ☐ Red (High)

Please provide any additional comments on climate risk including reference to the separate flood and heat risk maps and related social and environmental data
(max 150 words)

Within which priority area is your project site(s) located for access to green space as shown on the 10 minute walk map? (tick more than one if the site(s) falls within more than one area)

- ☐ 0
- ☐ 1
- ☐ 2
- ☐ 3

List the main current land uses on your project site(s)?

(max 150 words)

List any current designations for nature conservation, landscape or heritage relevant to your project site(s)

(max 150 words)

ABOUT YOUR PROJECT AIMS

Describe what your project aims to achieve overall and how it meets the aims of the Fund

(max 400 words)

Select which programme objectives your project will address (you can select as many as are relevant)

- ☐ Improved access to green space
- ☐ Improved quality of green space
- ☐ Increased resilience to impacts of climate change – heat risk
- ☐ Increased resilience to impacts of climate change – flood risk
- ☐ Improved air and/or water quality
- ☐ Enhanced biodiversity and ecological resilience
- ☐ Increased green skills and community capacity and cohesion
- ☐ Enhanced connectivity between and around green spaces to encourage walking and cycling

List the key elements that you expect the project will deliver on the ground (for example, new footpaths, cycleways, rain gardens, planting, trees etc)

(max 150 words)

Set out the evidence of need for your project, who will benefit and how (include reference to relevant demographic, social and economic data)

(max 400 words)

How does your project fit with wider green infrastructure, regeneration, health and climate change strategies?

(max 400 words)

B: Readiness to deliver

This section will account for 30% of the assessment score.

PROJECT STATUS

What stage is your project at?

- ☐ Concept Design (RIBA Stage 2 or equivalent)
- ☐ Spatial coordination (RIBA Stage 3 or equivalent and including any planning approvals)
- ☐ Technical Design (RIBA Stage 4 or equivalent)
- ☐ Other

If other, please describe

(max 150 words)

List work completed to date on the project (eg topo surveys, habitat surveys, community engagement, masterplan designs etc)

(max 150 words)

PERMISSIONS

Do you have landowner permission(s)?

- ☐ Yes
- ☐ No

Will the project require planning permission?

- ☐ Yes
- ☐ No

List all permissions the project requires and state whether these have been obtained

(max 150 words)

Who will manage the project? (e.g in house project manager, external consultant, partner organisation)

(max 150 words)

How will you procure design and technical expertise to deliver the project? Include the names of any consultants already appointed.

(max 150 words)

BUDGET AND RISKS

Please complete and upload the funding milestone, budget and risk assessment table using the template provided.

Note: Green and Resilient Spaces Fund grants are between £250,000 and £750,000 for up to 70 per cent of the cost of the project. Projects must provide a minimum of 30 per cent of project costs as match funding, up to 10 per cent can be in kind (evidence will need to be provided for in kind match). Grants can fund up to 10% of project costs for establishment maintenance for two years after the project is completed.

What percentage of the project budget will you provide as match funding?

(max 150 words)

Explain any funding shortfalls and how you plan to address them, (or state not applicable).

(max 150 words)

How will you ensure value for money, make optimal use of resources including match funding, to achieve a high-quality project?

(max 150 words)

Summarise your projects highest risks and how you will mitigate them based on your risk assessment

(max 150 words)

C: Engaging and supporting Londoners

This section will account for 20% of the assessment score.

How will your project meet the needs of Londoners, especially people who are less likely to access green space?

(max 400 words)

How has your project involved the local community to date? Please list any community groups involved in your project and state their role and provide evidence of community involvement – eg consultation reports, letters of support etc)

(max 400 words)

How will your project involve the local community as it develops?

(max 400 words)

How will you ensure the project addresses barriers to involvement and use experienced by groups who are under-represented in green spaces?

(max 400 words)

How will your project support green space skills? Include the creation of new jobs and/or formal training opportunities, as well as opportunities for Londoners to play an active part in project development and design and to develop new skills, including through volunteering.

(max 400 words)

D: Leaving a positive legacy

This section will account for 20% of the assessment score.

OUTCOMES AND OUTPUTS

Summarise the project's proposed social, environmental and economic outcomes.
(max 400 words)

What are the expected outputs you expect the project to deliver? Please complete and upload the project output table using the template provided.

You should choose output measures that you feel are achievable and that you will have sufficient capacity to effectively monitor though the lifetime of the project.

PROJECT QUALITY

How will you ensure your project delivers a high-quality, exemplar result? Please include the skills and previous experience of the project team, and how quality will be monitored throughout the project.
(max 400 words)

What particular aspects of your project will provide an exemplar for others in London and beyond, and how? (eg community co design, provision for children and young people, habitat creation, sustainable drainage etc)
(max 400 words)

Describe how you will share best practice with other organisations across London (eg hosting site visits, creating a project web page, contributing to learning workshops etc)
(max 400 words)

PROJECT EVALUATION

Grant funded projects will be monitored quarterly for achievement of project milestones, spend and outputs. Information on project achievements will also be required as part of an independent programme-wide evaluation of the Green and Resilient Spaces Fund. We expect you to also evaluate the success of your project against your stated project outputs and outcomes.

Describe how you propose to carry out project evaluation over the lifetime of your project.

(max 400 words)

FUTURE MAINTENANCE

Who will be responsible for funding and carrying out the future maintenance of the project site(s)?

(max 150 words)

Describe how the project site(s) will be maintained to a high quality in the future, including the creation of site management plans, quality standards and any community involvement in management.

(max 400 words)

2. DEVELOPMENT GRANT APPLICATION FORM

General information

Development Grants of up to £40,000 aim to support the development of exemplar Green and Resilient Spaces projects which don't yet meet the 'Readiness to Deliver' criteria of the Project Grant application requirements. A minimum of 30 per cent of the overall cost of the development work must be match funded. Development work must be complete by March 2024. Please read the Green and Resilient Spaces Fund application and funding guidance before making an application for a Development Grant.

Development funding is primarily for three areas of support:

1. Community engagement – eg. Community co-design processes and costs, engaging under-represented groups, working with specific groups such as schools, tenant associations or faith groups
2. Understanding the site – eg. Site user surveys, habitat surveys, contaminated land or other technical surveys
3. Exemplary design – eg. Landscape design, specialist technical design input, specialist design advice

Applicants will need to demonstrate that projects have political and community support, and that as a minimum, concept designs have been developed and agreed in principle. Development Grants will support projects to progress to delivery stage, (completion of [RIBA Stage 3 Spatial Coordination](#) or Landscape Institute Stage 3 Developed Design).

Please complete the application form as fully as possible. If you are unable to respond to any questions, please indicate this with N/A and add an explanation as to why this information cannot be provided.

All applications should be accompanied by the following information:

- Completed milestone funding, budget, outputs and risk assessment tables using the spreadsheet template provided
- Existing site plan, ideally based on an ordnance survey map with the site boundary clearly indicated

GREEN AND RESILIENT SPACES FUND ROUND TWO: APPENDIX B

- Concept design proposals and any relevant feasibility or survey work carried out to date
- Evidence of political and community support for the project eg. letters, community engagement reports up to three documents
- Existing site photos (combined into one document)

Completed Application Forms and supporting documentation should be submitted by **5pm on 10 February 2023.**

Please ensure your application and supporting documents do not exceed 20MB in total.

If you have any queries about how to complete your form please email your query to:
greenandresilientspaces@london.gov.uk

1: Project Details

Project title

Applicant organisation name

Application organisation address

Applicant contact name

Position held/job title

Email address

Telephone number

Form of lead organisation

- ☐ London Borough
- ☐ Other public sector
- ☐ CIC
- ☐ Cooperative
- ☐ Limited Company
- ☐ Unincorporated organisation
- ☐ Other

If other, please describe

Other partner organisations

Are you related to or do you have any contact with any elected GLA officials or members of our staff?

Yes ☐ No ☐

If yes, please tell us about your relationship with them and their name (or names) and which team they work in:

Is your organisation currently in receipt of any other GLA grants? (eg Grow Back Greener, Rewild London, Future Neighbourhood 2030? If so, please provide details.

How much GLA grant funding are you requesting? (up to £40,000 for up to 70% of the cost of the development work)

Brief project summary (this should succinctly sum up the aims of the project in simple, non-technical terms in no more than 150 words)

Project site location – please provide a site plan showing the extent of the project site/area

Borough

Ward

Postcode

River catchment the site is located in

Name of site owner(s)

Name of site manager(s) if different from owner

List all supporting information you are including with your application

1: Meeting the aims of the Fund

ABOUT YOUR SITE

What is the overall size of your project site(s) in m2?

Within which category of overall climate risk on the London Climate Risk Map is your project site? Go to the Climate Risk Maps on the London datastore:

<https://data.london.gov.uk/dataset/climate-risk-mapping>

- ☐ Blue (low)
- ☐ Green
- ☐ Yellow
- ☐ Orange
- ☐ Red (High)

Please provide any additional comments on climate risk including reference to the separate flood and heat risk maps and related social and environmental data
(max 150 words)

Within which priority area is your project site(s) located for access to green space as shown on the 10 minute walk map? (tick more than one if the site(s) falls within more than one area)

- ☐ 0
- ☐ 1
- ☐ 2
- ☐ 3

List the main current land uses on your project site(s)?
(max 150 words)

List any current designations for nature conservation, landscape or heritage relevant to your project site(s)
(max 150 words)

ABOUT YOUR PROJECT AIMS

Describe what your project aims to achieve overall and how it meets the aims of the Fund (referring to any project plans or documents provided)
(max 400 words)

Select which programme objectives your project aims to address (you can select as many as are relevant)

- ☐ Improved access to green space
- ☐ Improved quality of green space
- ☐ Increased resilience to impacts of climate change – heat risk
- ☐ Increased resilience to impacts of climate change – flood risk
- ☐ Improved air and/or water quality
- ☐ Enhanced biodiversity and ecological resilience
- ☐ Increased green skills and community capacity and cohesion
- ☐ Enhanced connectivity between and around green spaces to encourage walking and cycling

Set out the evidence of need for your project, who will benefit and how (include reference to relevant demographic, social and economic data)
(max 400 words)

How will your project fit with wider green infrastructure, regeneration, health and climate change strategies?
(max 400 words)

How has your project involved the local community to date? Please list any community groups involved in your project and state their role and provide evidence of community involvement – eg consultation reports, letters of support etc)
(max 400 words)

How will the development phase involve the local community? How will you ensure people from under-represented groups are involved in the project?
(max 400 words)

2: Readiness to deliver

What stage is your project at?

- ☐ Preparation and briefing (RIBA Stage 1)
- ☐ Concept Design (RIBA Stage 2)
- ☐ Other

If other, please describe

(max 150 words)

List work completed to date on the project (eg topo surveys, habitat surveys, community engagement etc)

(max 150 words)

Do you have landowner permission(s)?

- ☐ Yes
- ☐ No

List any permissions the project requires and state whether these have been obtained

(max 150 words)

Who will manage the project? (e.g in house project manager, external consultant, partner organisation)

(max 150 words)

How will you procure design and technical expertise to deliver the project? (Include the names of any consultants already appointed).

(max 150 words)

How will you ensure your project delivers a high-quality, exemplar result? Please include the skills and previous experience of the project team.

(max 400 words)

How do you envisage the project being implemented after the development work is complete, and over what timescale?

(max 400 words)

3. Evidence of need

Please complete and upload the funding milestone, budget and risk assessment table using the template provided.

List the elements of development work you are seeking a grant for, (refer to the grant guide for development work we will fund).
(max 400 words)

Why is a development funding grant needed for this work? What other sources of funding or resources can support this work?
(max 400 words)

What percentage of the project budget will you provide as match funding?
(max 150 words)

Explain any funding shortfalls and how you plan to address them, (or state not applicable).
(max 150 words)

3. TREE PLANTING GRANT APPLICATION FORM

General information

Tree Planting Grants of between £75,000 and £500,000 to cover 70 per cent of the cost of delivery of exemplar Green and Resilient Spaces tree planting projects. A minimum of 30 per cent of the overall cost must be match funded. The projects will be expected to deliver tree planting in autumn/winter 2023-24 and should be complete by March 2025. Please read in conjunction with the Green and Resilient Spaces Fund application and funding guidance.

Please complete the form as fully as possible. If you are unable to respond to any questions, please indicate this with N/A and add an explanation as to why this information cannot be provided. Where the response provided exceeds the stated word limit, information beyond the maximum word count will not be considered.

All applications should be accompanied by the following information:

- Completed milestone funding, budget, outputs and risk assessment tables using the spreadsheet template provided
- Existing site plan, ideally based on an ordnance survey map showing the location and extent of the project
- Information about the proposals including design plans, tree locations and relevant technical or feasibility studies completed – up to five documents
- Evidence of political and community support for the project eg. letters, community engagement reports up to three documents
- Existing site photos (combined into one document)

Completed Application Forms and supporting documentation should be submitted online by **5pm on 10 February 2023**.

Please ensure your supporting documents do not exceed 20MB in total.

If you have any queries about how to complete your form please email your query to: greenandresilientspaces@london.gov.uk

Project Details

(This section is for information only and will not be scored)

Project title

Project type – select one of the following:

- ☐ **Woodland creation: creation of new, publicly accessible, species-rich woodland, over 10ha offering multiple environmental benefits**
- ☐ **Exemplar large-scale tree planting in streets and public spaces, for climate resilience and other benefits**

Applicant organisation name

Application organisation address

Applicant contact name

Position held/job title

Email address

Telephone number

Form of lead organisation

- ☐ London Borough
- ☐ Other public sector
- ☐ CIC
- ☐ Cooperative
- ☐ Limited Company
- ☐ Unincorporated organisation

☐ Other

If other, please describe

Registered charity and/or company number (if applicable)

Other partner organisations actively involved in the project

Are you related to or do you have any contact with any elected GLA officials or members of our staff?

Yes ☐ No ☐

If yes, please tell us about your relationship with them and their name (or names) and which team they work in:

Is your organisation currently in receipt of any other GLA grants (e.g. Grow Back Greener, Rewild London, Future Neighbourhood 2030)? If so, please provide details.

How much GLA grant funding are you requesting? (£) (Between £75,000 and £500,000 for up to 70 per cent of the cost of the project)

Brief project summary (this should succinctly sum up the aims and scope of the project in simple, non-technical terms in no more than 150 words)

Project site location – please provide a site plan showing the extent of the project site/area

Borough

Ward

Postcode

River catchment the site is located in

Name of site owner(s)

Name of site manager(s) if different from owner

List all supporting information you are including with your application

A: Meeting the aims of the Fund

This section will account for 30% of the assessment score.

ABOUT YOUR PROJECT SITE

What is the approximate size of your project site(s) in m2?

Is your project site(s) currently freely accessible to the public?

- ☐ Yes
- ☐ No
- ☐ Partly

If 'no', explain how the project will ensure public access when complete and if 'partly', please state which parts of the site are not accessible and why
(max 150 words)

Within which category of overall climate risk on the London Climate Risk Map is your project site? Go to the Climate Risk Maps on the London datastore:
<https://data.london.gov.uk/dataset/climate-risk-mapping>

- ☐ Blue (low)
- ☐ Green
- ☐ Yellow
- ☐ Orange
- ☐ Red (High)

Please provide any additional detail on climate risk including reference to the separate flood and heat risk maps and related social and environmental data
(max 400 words)

Within which priority area does your project site fall in or near for access to green space as shown on the 10 minute walk map? (tick more than one if it falls within more than one area)

- ☐ 0
- ☐ 1
- ☐ 2
- ☐ 3

What is the percentage tree canopy cover figure for the ward where your project is located, based on the London Tree Canopy Cover Map?

List the main current land uses on your project site(s)?

(max 150 words)

List any current designations for nature conservation, landscape or heritage relevant to your project site(s)

(max 150 words)

PROJECT AIMS

How many trees will be planted as part of this project overall?

What size will the trees be when planted (ie whips, standards, semi-mature etc)

(max 150 words)

Describe what your project aims to achieve overall and how it meets the aims of the Fund

(max 400 words)

List the key elements that you expect the project will deliver on the ground in addition to tree planting (for example, new footpaths, cycleways, rain gardens etc)

(max 400 words)

Set out the evidence of need for your project, who will benefit and how (include reference to relevant demographic, social and economic data)

(max 400 words)

How does your project fit with wider green infrastructure, regeneration, health and climate change strategies?

(max 400 words)

B: Readiness to deliver

This section will account for 30% of the assessment score.

PROJECT STATUS

What stage is your project at?

- ☐ Concept Design (RIBA Stage 2 or equivalent)
- ☐ Spatial coordination (RIBA Stage 3 or equivalent and including any planning approvals)
- ☐ Technical Design (RIBA Stage 4 or equivalent)
- ☐ Other

If other, please describe.
(max 150 words)

List work completed to date on the project (eg topo surveys, habitat surveys, community engagement, designs etc)
(max 150 words)

PERMISSIONS

Do you have landowner permission(s)?

- ☐ Yes
- ☐ No

Will the project require planning permission?

- ☐ Yes
- ☐ No

List all permissions the project requires and state whether these have been obtained
(max 150 words)

Who will manage the project? (e.g in house project manager, external consultant, partner organisation)
(max 150 words)

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How will you procure design and technical expertise to deliver the project? Include the names of any consultants already appointed.

(max 150 words)

BUDGET AND RISKS

Please complete and upload the funding milestone, budget and risk assessment table using the template provided.

Note: Tree Planting grants are between £75,000 and £500,000 for up to 70 per cent of the cost of the project. Projects must provide a minimum of 30 per cent of project costs as match funding, with up to 10 per cent in kind.

What percentage of the project budget will you provide as match funding?

(max 150 words)

Explain any funding shortfalls and how you plan to address them, (or state not applicable).

(max 150 words)

How will you ensure value for money, make optimal use of resources including match funding, to achieve a high-quality project?

(max 150 words)

Summarise your projects highest risks and how you will mitigate them based on your risk assessment

(max 150 words)

C: Engaging and supporting Londoners

This section will account for 20% of the assessment score.

How will your project meet the needs of Londoners, especially people who are less likely to access green space, or live or work in areas of low canopy cover?

(max 400 words)

How has your project involved the local community to date? Please list any community groups involved in your project and state their role and provide evidence of community involvement – eg consultation reports, letters of support etc)

(max 400 words)

How will your project involve the local community as it develops?

(max 400 words)

How will you ensure the project addresses barriers to involvement and use experienced by groups who are under-represented in green spaces?

(max 400 words)

How will your project support green space skills? Include the creation of new jobs and/or formal training opportunities, as well as opportunities for Londoners to play an active part in project development and design and to develop new skills, including through volunteering.

(max 400 words)

D: Leaving a positive legacy

This section will account for 20% of the assessment score.

OUTCOMES AND OUTPUTS

Summarise the project's proposed social, environmental and economic outcomes.
(max 400 words)

What are the expected outputs you expect the project to deliver? Please complete and upload the project output table using the template provided.

You should choose output measures that you feel are achievable and that you will have sufficient capacity to effectively monitor though the lifetime of the project.

PROJECT QUALITY

How will you ensure your project delivers a high-quality, exemplar result? Please include the skills and previous experience of the project team, and how quality will be monitored throughout the project.
(max 400 words)

What particular aspects of your project will provide an exemplar for others in London and beyond, and how will this be demonstrated? (eg climate resilient features, community co design, habitat creation, sustainable drainage etc)
(max 400 words)

Describe how you will share best practice with other organisations across London (eg hosting site visits, creating a project web page, contributing to learning workshops etc)
(max 400 words)

PROJECT EVALUATION

Grant funded projects will be monitored quarterly for achievement of project milestones, spend and outputs. Information on project achievements will also be required as part of an independent programme-wide evaluation of the Green and Resilient Spaces Fund. We expect you to also evaluate the success of your project against your stated project outputs and outcomes.

Describe how you propose to carry out project evaluation over the lifetime of your project.

(max 400 words)

FUTURE MAINTENANCE

Who will be responsible for funding and carrying out the future maintenance of the project site(s)?

(max 150 words)

Describe how the project site(s) will be maintained to a high quality in the future, including the creation of site management plans, quality standards and any community involvement in management.

(max 400 words)