

## Coastal Community Forest



### Pre-planting



Register your Expression of Interest via **Cumbria Woodlands' Advisory Service**.



Cumbria Woodlands will contact you to discuss your proposed tree planting scheme and arrange a site visit. They will draft a Woodland Creation Plan (if required) and support you to complete the Application Form. They will also support you through the **Environmental Impact Assessment (EIA) Process** (if required).



If you wish to apply for a grant to support delivery of your tree planting scheme you must complete the **Application Form** and send it to **communityforest@cumbria.gov.uk** or return it by post.



We will acknowledge your application and inform you of the likely timescales for any decision (6-8 weeks depending on the timing of your application and subject to the outcome of the EIA process).



If your project is approved we will inform you by email and issue an offer letter and the Terms and Conditions of the Grant Agreement.



You will need to sign and return a declaration form to confirm you accept the Terms and Conditions of the Grant Agreement.

### Planting



When you have received your offer letter, you can initiate the delivery of your tree planting scheme.



Plant the trees according to the agreed design and specifications.



Following completion of the tree planting, an inspection will be carried out by Cumbria Woodlands following which you can claim the first 70% of your grant.

### Post-planting



To claim the first 70% of your grant you will need to complete the **Claim Form** and send it to **communityforest@cumbria.gov.uk** or return it by post.



An inspection will be carried out by Cumbria Woodlands in Year 3-5 to determine whether tree establishment has been successful and therefore whether you are able to claim the final 30% of your grant.



A final inspection will be carried out by Cumbria Woodlands in Year 10 to confirm successful tree establishment.



The Grant Agreement is in place for a period of 15 years. You must continue to maintain the scheme during this period to ensure you meet the Terms and Conditions of your Grant Agreement.