



Council of the  
ISLES OF SCILLY



ISLES OF SCILLY  
Area of Outstanding Natural Beauty

## Expression of Interest Form

Isles of Scilly Area of Outstanding Natural Beauty

(AONB) Partnership Delivery Funds

This form is to express your organisations interest in the Isles of Scilly Area of Outstanding Natural Beauty (AONB) Delivery Funds.

Applicants should note that the grant-in-aid attached to this expressions of interest process is offered on a not-for-profit basis, with the expectation that any profits, which might arise from any of the activities associated with the grant funding, will be absorbed into agreed AONB activities.

### **Section 1 – Background Information**

The Council of the Isles of Scilly receives an annual grant from Defra (Department for the Environment, Food and Rural Affairs) to deliver aspects of the AONB Management Plan on behalf of the AONB Partnership.

The AONB Management Plan sets the strategic direction for the conservation and enhancement of the AONB landscape and its special qualities. The AONB Partnership is made up of the Council of the Isles of Scilly, Tresco Estate, the Duchy of Cornwall, the Isles of Scilly Wildlife Trust, the Islands' Partnership and the Isles of Scilly Farmers' and Growers' Initiative.

The Council of the Isles of Scilly wishes to transfer the delivery aspect of the AONB Unit to a third party organisation to make AONB delivery more focussed and targeted towards delivery of actions from the AONB Management Plan.

The overall aim is to ensure that the AONB Partnership delivers against AONB Management Plan objectives, and in doing so, retains best value for money from the grants it receives.

The organisation taking on AONB Delivery will need to ensure the following is delivered:

- Ensure that the AONB Partnership's mission is incorporated into the receiving organisation's mission to ensure the two are aligned;
- Ensure that actions for delivery are aligned to AONB Management Plan Objectives.

The Council of the Isles of Scilly has a grant funding agreement in place with Defra until 31<sup>st</sup> March 2016, therefore this Expression of Interest, and receipt of grant-in-aid from the Council, will run up until that point. The agreement could look to be renewed should Defra issue further funding, or the AONB Partnership is able to secure funding from alternative sources and the Council is deemed to be the host of that funding.

The amount of funding available in 14/15 is £62,000

The amount of funding available in 15/16 is £100,000 (subject to the final award made by Defra)

Organisations wishing to apply for this grant-in-aid should ensure that they provide all of the information requested in the rest of this document and return their submission via email to [aonb@scilly.gov.uk](mailto:aonb@scilly.gov.uk)

## Section 2 - Organisation Details

Organisation name:

Address (include County and Postcode):

Website (if any):

Organisation Type (please tick all categories that apply):

Voluntary Organisation or Community Group

Registered Charity

Non-Statutory Partnership

Other (please state)

Please note that grant will be provided on a non-profit basis.

Yes

No

Does your organisation have a formal constitution and  
/ or written aims and objectives?

Does your organisation have a bank account?

Is your organisation registered for VAT?

### Section 3 - Contact Details

Name:

Role within Organisation

Telephone number:

Email address:

Delivery Partners

## **Section 4 – Delivery Proposal Requirements**

Please provide a proposal that addresses all of the points identified in the below box. The below identified points directly relate to the award of the grant and make up the assessment criteria of the grant applications received.

**4.1 Strategic Fit – Please describe how your proposal for delivery will fit with the aims and objectives of the AONB management plan and relevant local, regional and national plans.**

**4.2 Sustainability – please identify how the proposed approach considers sustainability and improves accessibility and enjoyment of the AONB area.**

**4.3 Aims and Objectives – Please describe the aims and objectives of your proposal. You should include your reasons for choosing your aims and objectives.**

**4.4 Options analysis – Please provide details of any delivery models/options considered and why the preferred option is considered the most appropriate option.**

**4.5 Action Plan - Please describe the key deliverable actions proposed by your organisation and how these deliver aspects of the AONB management plan. Actions should be focussed on the entirety of the AONB area and not be focussed purely on St Mary's.**

**4.6 Governance – Please provide details of the project management and delivery structures that you intend to operate to most effectively utilise the AONB delivery funds including monitoring and evaluation processes.**

## Section 5 – Delivery Proposal Costs Profiles

Applicants should present the costs associated with the deliverable actions included within the response to 4.5 above. Back Office (general staffing and overheads) should be identified as separate items from the costs associated with deliverable actions. Staff specific to the delivery of an action may be included in the cost of the deliverable action. Each deliverable action should be labelled as per the proposal identified in the response to 4.5 above and should also identify the outcome associated with the delivery of the action.

The total grant available for 2014/15 is £62,000

The total grant available for 2015/16 is £100,000 (subject to the final award made by Defra)

Defra have confirmed the grant award for 2014/15 and have agreed in principle to the allocation for 2015/16. The Council is confident that the funding for 2015/16 will be secured but obviously cannot make any firm commitment or guarantee at this time. The Council will notify grant applicants, or delivery body where the grant has been awarded, of any significant changes in relation to this funding as soon as it is made aware.

The costs identified below should not exceed these amounts in the relevant year.

### Financial Year 14/15

Deliverable Action	Outcomes	Costs (£)
<b>Back Office Costs</b>		
<b>Deliverable Action 1 – Please label as per response in 4.5</b>		
<b>Deliverable Action 2 – Please label as per response in 4.5</b>		
<b>Deliverable Action 3 – Please label as per response in 4.5</b>		
<b>Deliverable Action 4 – Please label as per response in 4.5</b>		
<b>Deliverable Action 5 – Please label as per response in 4.5</b>		
<b>Deliverable Action 6 – Please label as per response in 4.5</b>		

## Financial Year 15/16

<b>Deliverable Action</b>	<b>Outcomes</b>	<b>Costs £</b>
<b>Back Office Costs</b>		
<b>Deliverable Action 7 – Please label as per response in 4.5</b>		
<b>Deliverable Action 8 – Please label as per response in 4.5</b>		
<b>Deliverable Action 9 – Please label as per response in 4.5</b>		
<b>Deliverable Action 10 – Please label as per response in 4.5</b>		
<b>Deliverable Action 11 – Please label as per response in 4.5</b>		
<b>Deliverable Action 12 – Please label as per response in 4.5</b>		

## **Section 5 - Process**

The Expressions of Interests process will run from Tuesday 23<sup>rd</sup> September to Tuesday 7<sup>th</sup> October 2014 and submissions need to be received by 17:00 on Tuesday 7<sup>th</sup> October. Any submissions received after the closing date/time will not be considered.

All of the received expressions of interest will be reviewed by the Council of the Isles of Scilly and the Chair of the AONB Partnership. A decision will be made on the proposal that best fits the aims and objectives of the AONB Management Plan in the week commencing 6<sup>th</sup> October.

Once a preferred submission has been identified, the Council will meet with the proposer to conclude the Grant In Aid Agreement document. The expression of interest submission will be appended to the Grant In Aid Agreement and will therefore be part of the contract between the parties.

Completion of the Grant In Aid agreement will trigger the release of the funding to the appointee.



## Section 6 – Declaration

Please return a copy of this document with along with your response to the requirements in Section 3 and Section 4 to the address at the bottom of this page.

Signature

*Please note: The signatory needs to have the requisite powers to be able to enter into a grant funding agreement of the organisation named in section 1.*

Name (printed in block capitals)

Role within Organisation

Date

## CONTACT DETAILS

The Isles of Scilly AONB Unit  
The Old Wesleyan Chapel  
Garrison Lane  
St Mary's  
Isles of Scilly  
TR21 0JD  
Email: [aonb@scilly.gov.uk](mailto:aonb@scilly.gov.uk)  
Phone: 01720 424315