



2024

DONCASTER ENVIRONMENTAL PRIDE PROGRAMME



City of
Doncaster
Council

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Background

Environmental Pride was established at the beginning of 2022 to support community-led environmental improvement projects in Doncaster. The programme is led by St Leger Homes and City of Doncaster Council, with active participation from Get Doncaster Moving, Voluntary Action Doncaster, private companies identified by Doncaster Chamber, Travis Perkins, EQUANS, Amey, Aalberts IPS and E.N. North.

To date, we have launched three rounds. The first round supported eight community groups in delivering a range of projects, from communal food growing to litter picking lunches. The second round provided funding to seven community groups and offered volunteer support to four additional projects. The third round expanded Environmental Pride, offering support and funding to nineteen new projects. Round 4's expression of interest form is open until 19th February 2024.

We aim to support local community groups that can demonstrate how their projects will be community-led, respond to climate change by improving their local environment, and have a lasting impact. Projects can take the form of improvements to the natural environment, community activities/events in public open spaces or the creation of Community Orchards.

In light of the climate and biodiversity emergency, we want everyone to realise the importance of protecting, enhancing and celebrating our natural environment. It is our hope that this programme will encourage communities and organisations to collaborate in responding to this emergency and make a difference in Doncaster.

What is the Environmental Pride Programme?

Environmental Pride provides varying levels of support to help communities deliver environmental improvement projects within their areas. Community groups can request a range of support, including but not limited to extra volunteer support, business advice or funding to get the project off the ground.

The programme is intended to help local residents make a difference to their community and will support projects that:

- Are created and led by the local community for the local community
- Improve or celebrate the local environment
- Remain the responsibility of the community throughout the project
- Support local people to become active in enhancing and celebrating their local areas
- Encourage people to be physically active* whilst improving their environment and/or as a result of activity/project
- Bring people together and promote pride in the community and neighbourhood
- Are sustainable in the long term without significant ongoing organisational support or funding
- Are aimed at obtaining funding for a purpose that City of Doncaster Council and St Leger Homes (or its partners) would not normally contribute towards,

* Moderate activity – walking, gardening etc.

Environmental Pride

This round, Environmental Pride will be split into three categories:

Category 1

Physical improvements to natural environment (£100 - £5,000 available*)

Category 2

Activities/events within public open spaces (up to £1,000 available per event/activity)

Category 3

Community Orchards (up £5,000 available)

Please note – you can only apply for **one** category.

Although we wish to be the majority funder for the programme, we encourage some form of match funding/in-kind support where possible. Environmental Pride is about partnership working and we are happy to collaborate with additional organisations and volunteers on a project.

Projects must finish by end of February 2025 (for Category 3 community orchard projects) and May 2025 (for Category 1 and 2), alongside submission of a final project monitoring form to let us know how you thought the project went, what you spent the grant monies on and what you managed to achieve. You will need to submit evidence of your spending of grant monies e.g. receipts and invoices of purchased equipment etc.

Site visits may be organised to check the projects progress and offer additional support, as well as collecting promotional material. These visits will always be pre-arranged with project organisers and any photos or videos will be shared to promote via project organisers own websites and social media, if they wish.

*If you are applying for £3,000 - £5,000 we will pay you 80% upfront after you have signed a funding agreement and 20% in arrears once your project is completed and we have approved your final project monitoring form. You will receive 100% upfront payment if you apply for less than £3,000.

What projects could you fund?

Category 1 - Physical improvements to space

This category can support a multitude of projects across Doncaster, for communities who want to improve their local area. Projects must make a physical improvement to the local natural environment and should be accessible for all members of the community to get involved in and appreciate. This could include anything from tree planting and creating wildflower meadows or rain gardens, through to litter-picking sessions. Check out our Your Life Doncaster page for some examples from previous rounds: [Environmental Pride - YourLifeDoncaster](#)

You will need to explain the environmental benefit of your proposed project, which could include:

- Improving biodiversity
- Reducing the risk of flooding
- Enhancing water quality
- Combating urban heat island effect
- Promoting healthy eating through production of locally sourced foods
- Encouraging and promoting the use of green space and an active environment

This is not an exhaustive list, and we are keen to understand all the ways your project will help to make Doncaster become net zero by 2040.

Please note, if you are looking to plant trees as part of your project you must have a clear plan for how they will be maintained in the long-term. We recommend the trees are maintained for at least three years after planting including weeding and watering. Our council tree specialists can provide support and information if you are unsure of how to create a maintenance plan.

Environmental Pride

Category 2 – Activities or events in public spaces

This category can support a range of events open to all members of the community held within publicly accessible parks and green spaces in Doncaster.

We are looking for communities to tell us how their event will animate green space and be welcoming to the communities, whilst promoting positive use of the parks and greenspaces.

We will favour applications where communities are working together to successfully deliver activities/events within public open spaces. If you would like to connect with other like-minded groups, please contact The Doncaster Green Space Network – Doncaster Green Space Network | Get Doncaster Moving.

The Doncaster Green Space Network can advise around risk assessments, relevant training, group insurance and more. Please take note of their tool library where you may be able to borrow equipment instead of purchasing new.

Although Fetes and Galas may be considered, we are especially looking for original ideas, events that promote physical movement, animating spaces and that will capture the imagination of the communities.

Ideas could include:

- Community sports days
- Kite festivals
- Maypole dancing
- Walking festivals
- Break the world record for the most people skipping in a park!

We cannot support:

- Bouncy castles / face painters etc.
- Unhealthy refreshments (ice-cream vans, slush puppies etc), we would instead support healthier options e.g. frozen yoghurts, fruit smoothies
- Single use items (including single use plastic) that isn't durable and long lasting/can't be reused or items that will cause harm to the natural environment
- Cannot subsidise events that are already planned and going ahead anyway unless the application is an additionality to what is already being offered

Please consider how you will work sustainably:

- The environmental impact of your event - i.e., litter and waste management, use of recyclable materials.
- How you will promote active travel to and from your event.
- How funding will allow you to recreate your event and encourage participants to return to the area.

Environmental Pride

Category 2 - Activities or events in public spaces - Continued

Projects must:

- Be a new event (we cannot support costs for volunteers to attend existing events)
- Be accessible to all members of the community, we will favour activities that are low or no cost to attendees.

Please note, if category 2 events grants are successful, separate applications will have to be made via CDC's events team before the event can go ahead: Organise and stage an event in Doncaster - City of Doncaster Council. This process requires a minimum of 6 weeks' notice, which you will need to factor into your planning.



Environmental Pride

Category 3 - Community Orchards

This category is for community groups looking to start a community orchard project, helping to contribute to the Doncaster One Million Tree challenge.

Community orchards are excellent places for people to come together to plant and cultivate a variety of fruit or nut trees and to use the area as a focal point for community activities.

If you are not the landowner, you will need to evidence their permission alongside your Expression of Interest.

Successful projects will be provided with guidance on tree planting and aftercare, to ensure the orchard has the best chance of being established successfully.

Applications must include:

- A map of the area with a plan showing how many trees you are wanting to plant and where they will be placed. Please note, trees must be planted on average 5m apart from each other (subject to species) and orchards must be a minimum of 5 trees.
- An initial budget which considers all the costs of your project E.g. installation, maintenance, equipment etc.
- A plan for how the local community will be involved in your project E.g. helping on planting days, tree education workshops, harvesting fruit etc. We encourage you to think big and outside the box on this!
- Evidence of landowner permission. If the land you would like to plant on is owned by the council, then you will need to access this Street Scene form: [Apply to hold a task day or activity in a park | Get Doncaster Moving](#)
- A maintenance plan for how the community orchard will be cared for going forward. See this link for some suggestions of what to consider: <https://www.woodlandtrust.org.uk/plant-trees/advice/care/>
- All planting projects must have checked for utilities and underground/overhead services within the area to ensure trees are safe to plant. Please get in touch with us if you wish us to support you with this check: sustainabilityteam@doncaster.gov.uk
- You should test your soil to understand which trees are most suitable for your site. Here is a soil guide to help you carry out these tests: <https://blog.southernexposure.com/2022/12/soil-texture-the-jar-test/>. Again, if you require extra support please get in touch.

Environmental Pride

Category 3 - Community Orchards - Continued

Additional considerations:

- Trees need watering regularly in their early years, you should consider how you will be able to facilitate this.
- You need to state in your application whether you are already receiving funding from another source / third party, and if so, what the value of this funding is.
- We will be ordering all of the trees needed for the project, this is to ensure all trees are compliant and free from diseases. Please do not buy your own as we will not be able to reimburse you. The trees will be stored at Sandall Beat, so you may wish to include transport costs within your project budget as the trees will be in excess of 1m tall.
- Projects will be monitored after planting to check project delivery meets the agreed criteria. Grantees will need to report on tree survival rate 1 year after planting.
- All trees are mapped to specific location through Doncaster's Tree Register, which then feeds monitored answers into an interactive map of the city and trees that have been planted.
- More info on orchards - <https://ptes.org/campaigns/traditional-orchard-project/>

Orchard trees we can fund: *

Traditional "Edible" Orchards

- Apple - (*Malus domestica*)
- Pear - (*Pyrus communis*)
- Plum - (*Prunus domestica*)
- Damson - (*Prunus insititia*)
- Cherry - (*Prunus avium*)
- Greengage - (*Prunus italica*)
- Quince - (*Cydonia oblonga*)

Native Wildlife Orchards

- Hazel - (*Corylus avellana*)
- Hawthorn - (*Crataegus monogyna*)
- Blackthorn - (*Prunus spinosa*)
- Dog rose - (*Rosa canina*)
- Elder - (*Sambucus nigra*)
- Crab Apple - (*Malus sylvestris*)
- Walnut - (*Juglans regia*)

*A combination of species from each orchard category is permitted.

We cannot support:

- Replanting of replacement trees/existing orchards
- Tree species not included in the table above

Who can apply?

Applications are open to:

- Registered charities including charitable incorporated organisations
- Formally constituted community groups (e.g. 'Friends of groups, allotment associations)
- Social and not-for-profit businesses including community interest companies and social enterprises
- Tenants' and residents' associations, and tenant clubs
- Schools (but only for category 2 - activities/events)
- Parish councils (but only for category 2 - activities/events and category 3 - community orchards).

Applications should be from a formally constituted organisation that has a group bank account (at least two unrelated signatories) and is able to enter into legal contracts.

Please note, we hope to fund as many groups and projects as possible across the Doncaster borough. In previous rounds we have received a high number of applications. If oversubscribed, we may prioritise ward areas or applicants that have not yet received any funding from previous rounds.

Who can't apply?

We cannot support:

- Groups/organisations who have received a total public subsidy of over £315,000
- Private individuals
- Organisations/groups who do not have a group bank account. However, please get in touch with us if this is the case and we may be able to help arrange an accountable organisation to accept funds on your behalf.

Please note: whilst ward councillors are unable to lead on a project themselves, they may be able to support you in your application and assist your project if successful.

We are unable to fund ideas that are:

- Political activities.
- Goods or services that have already been purchased or ordered.
- Activities outside of the Borough of Doncaster.
- On-going organisational running costs.
- Trips and holidays.
- Costs that are already included within and funded by an existing grant or contract.
- School activities that are included within the curriculum (activities led by schools that engage the community will be eligible/considered in Category 2).
- Endowments / loan repayments.
- Items that can only benefit an individual
- Seen as subsidising existing City of Doncaster Council or St Leger Homes services

Important dates

The below dates are for the next application round:

	Dates
Application Drop-In sessions (please see 'what support is available' section below for more information)	In person Monday 29th January 2024: <ul style="list-style-type: none">• Civic Office (City Centre) Room 007b, 9am – 10:30am• Radburn Road Communal Hall (Rossington) 11am – 1pm• Denaby Avenue Communal Hall (Conisbrough) 2:30pm - 4pm Tuesday 30th January 2024: <ul style="list-style-type: none">• Church Balk Communal Hall (Edenthorpe) 10am – 12pm• Villa Gardens Communal Hall (Toll Bar) 2pm – 4pm Online - 5th February 2024, 1pm – 4pm Sign up link
Closing Date / Time for Applications	5pm on 19th February 2024
Project Pitch Day (in person)	Expected W/c 11th March 2024
Project Pitch Day (online)	Expected W/c 11th March 2024
Decision and Notification	W/c 25th March 2024
Project start	May 2024
Project end	February 2025 (Category 3) May 2025 (Category 1 and 2)
Monitoring form submission	28th February 2025 (Category 3) 31st May 2025 (Category 1 & 2)

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*We reserve the right to amend these dates, or not to make any awards in the event of a lack of submissions or a lack of submissions meeting the criteria set.

If these dates do not work for you, we are hoping that there will be future rounds. Please sign up to [Doncaster Council's mailing list](#) where you can hear more about the work being done in Doncaster to respond to the climate emergency, see features on all things outdoors in Doncaster, and keep informed of new funding rounds.

How to apply

Please read this guidance document carefully, including the guidance notes section on pages 10-14. To apply, you will need to complete this short expression of interest form: [Expression of interest form](#).

If you are unable to apply using the Expression of Interest form, please get in touch with us on EnvironmentalPride@doncaster.gov.uk and we can discuss alternative options.

We will review all Expression of Interest submissions after the deadline and will let you know if you are invited to the next stage as soon as possible.

Second stage candidates will have the opportunity to tell us more about your project via an in-person, online or written pitch (w/c 11th March 2024).

The project pitch is an opportunity to find out more about your project and to have a discussion with you, rather than being a very formal process. So please don't feel nervous, as we are here to work with you and support your project.

Support available

St Leger Homes, Doncaster Council and partners are all actively involved in supporting the scheme. We can offer practical support to help residents develop their idea and bring it to fruition.

For example if your project needs 5 people for 5 days to get the project established, or it needs help over several months to plan the project, Doncaster Council and St Leger Homes will work with partners to identify appropriately skilled staff to support your project.

Application 'drop-in' sessions

We will be holding optional online and in person drop-in sessions on the below dates. Please sign up using the links provided. You can join at any time within the session:

In Person - Monday 29th January 2024:

- Civic Office (City Centre) Room 007b, 9am - 10:30am
- Radburn Road Communal Hall (Rossington) 11am - 1pm
- Denaby Avenue Communal Hall (Conisbrough) 2:30pm - 4pm

In Person - Tuesday 30th January 2024:

- Church Balk Communal Hall (Edenthorpe) 10am - 12pm
- Villa Gardens Communal Hall (Toll Bar) 2pm - 4pm

Online - 5th February 2024:

- 1pm - 4pm Sign up link [here](#)

The online drop-in sessions will be held over Microsoft Teams at the same time as the in-person session.

This will be an opportunity to hear more about the aims of the fund, the application process and assessment criteria. It will give you a chance to ask questions and receive advice on completing your application.

Contact details

You can also contact us on email or phone at any point in the application process.

Email: EnvironmentalPride@doncaster.gov.uk

Phone: 01302 736319/ 01302 736068

Address: Sustainability Unit, Civic Office, Waterdale, Doncaster, DN1 3BU

Guidance notes

Designing your project/event

Once you have submitted your Expression of Interest, we will review and let you know if you have been invited to the project pitch day, where you can either attend in person or over video call, submit an application form or submit a video.

On this day, you may wish to consider discussing key elements of your project, such as:

- **Project details** - Name, location, start and end dates, contact details – if not already provided on the Expression of Interest form
- **A description of your project**
- **The aims and impact of your project** - E.g. what do you want to achieve and why - How will it benefit the local community etc.
- **Project needs** - What support do you think you might require?
- **Project timelines**
- **Environmental benefits and sustainability considerations** -E.g. how are you going to incorporate sustainability into your design? Will you be using recycled material? etc.
- **Project costs** - Please bring / email a fully costed budget for our review

Please note, you do not need to speak for the full 5 minutes about your project/event. However, we recommend you aim to address the points above and any additional comments we provided over email to you within your pitch.

PowerPoint slides are not required for your pitch, however sharing photographs of the area will help us to visualise your project/event further!

You will also be required to bring (or provide over email):

- Copy of group bank details (so we can process payments faster if your project is approved)
- Photographs/maps of the space (desirable / essential for community orchard category)
- Copies of written landowner permission (if applicable) - please note, you may provide this after the project pitch day.
- Any additional documents you think are relevant
- If you have any PowerPoint slides, please send to EnvironmentalPride@doncaster.gov.uk in advance of the day

For more information about what you might need to consider, see below:

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Project details:

The project name can be anything the applicant wishes. However, it would help if it was relevant to the scheme being undertaken.

The project location must be provided as a full postal address. If the location in question does not have its own postal address, then a site plan or drawing or a map illustrating where the project will be situated will be fine.

The start and end dates are those anticipated by the applicant at the time of the application. Your project should have a set start and end date, which will set out the period in which your proposed activities will take place and by which the funding is spent.

Your project should finish within one year of you being informed of the outcome of your application.

Please provide details of your group/organisation and any bank accounts if you require funding. If your application is not successful, we will not retain your bank details. Alternatively, if you do not have a bank account for your organisation, please discuss this with us and we will see how we can help.

Contact details

The contact details provided should ideally be the project lead or someone who is linked very closely to the project. If you are applying on behalf of another organisation this can be someone within the applicant's organisation. These details will be used to notify you of our decision regarding your application.

What support do you require?

We expect most of the support you will require will be 'in kind' support which we can offer by providing practical help from volunteer staff across our partnership organisations.

If you do require funding, we will consider the strength of all applications and the cost of the project. Please note that we only have limited funds available.

If you are applying for part funding, please provide full details of any additional funding that will be raised or has been raised. Supporting evidence, such as a confirmation of donation letter or bank statement, must be provided if you already have some funding in place. If you have applied to another funding organisation for the same project, please confirm who, and the outcome of your application.

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Your Project

Below are some prompts to help provide the information that may be required and will help assess your project:

Give a brief description of your project and what you hope to provide with the funding.

- Provide details of how you established the need for this project. We want to know what research has been conducted to demonstrate that the project will benefit the local community. Any results of surveys/letter of support etc can be attached as additional documents if you have them.
- Provide details of what you aim to achieve with this project and how you will measure the success of the project over its lifetime.
- Provide details of how the project will be delivered. We want you to tell us of any project plans you have, dates for completion etc.
- Provide details of how the project will be managed after completion, demonstrating the sustainability of the project. We want you to tell us how this will be funded in the future and who will be responsible for maintenance and upkeep.
- We will also ask you to provide a breakdown of your project costs. Please research these costs so we can better understand the true costs of your project.
- **If applicable**, please provide ownership details of the property on which the project will be situated. If the land does not belong to your organisation, you must provide a copy of the rental/lease agreement or written permission from the land owner(s) prior to receiving funding. This information will be used to determine whether the project is sustainable.
- **If applicable**, provide details of any planning advice provided, or other respective permissions, this may state planning permission is not required. If planning permission is required, you must provide details of your planning application, such as local authority, planning reference number, etc. If your planning permission application has already been approved, please provide a copy of the letter confirming this.

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Additional information

This should be used to identify any additional documentation which has been submitted to support your application (letters of support, survey documentation and any other supporting material). These documents can be provided as additional documents on the project pitch day or sent over email/by post to Environmental Pride team.

Insurance and safety

Should your project pitch be successful we will help you consider whether insurance is deemed necessary and will support you in obtaining this. Any insurance held should include cover for any assets bought or rented as well as any events or activities being held. Obtaining the appropriate insurance is the sole responsibility of the applicant.

In addition, we may need to help you develop risk assessments to demonstrate that appropriate safety measures have been identified and will be taken.

Declaration

If successful, on being awarded the grant the project will be used in conjunction with City of Doncaster Council, St Leger Homes and partners to promote the positive community project and all the good work in varying campaigns

Project notification

All applicants will receive notification as to whether their expression of interest has been successful or not. We aim to review submitted forms every 2 weeks.

If you are invited to attend the project pitch day, we will aim to make a provisional decision either on the day or by the 23rd June. You will be informed and provided feedback, whether successful or unsuccessful.

We will support you to get everything in place and then we will confirm in writing giving you details of how much grant has been awarded, whether there are any grant conditions (e.g. clarifications, landowner permission or copies of insurance needed), as well as how and when payments will be made. Failure to comply with these conditions may result in the funding being withheld or withdrawn.

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If your application is successful, you must complete the funding agreement and return any additional requested documentation to EnvironmentalPride@doncaster.gov.uk within 20 working days, to confirm you wish to accept the offer.

If your application has been unsuccessful, we will offer support to try to resolve these issues or if the issues are trickier, we can support you to develop the application for future or alternative funding opportunities. You should not let unsuccessful applications deter you from submitting applications for future projects.

Starting your project

You can start your project once we have approved any grant condition responses and have received a signed funding agreement.

We are at hand throughout the project for advice and support – from help putting your ideas together to actually delivering the project and then evaluating its success.

Finishing your project

We can help you deliver your project to the timescales you set out and to achieve the outcomes you want.

At the end, we will require a report which describes how the project went and what you achieved. If you receive funding you will need to ensure VAT receipts are kept to demonstrate how the funding has been spent. We would also like to receive three photographs of your project/event to show the impact this has made.

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Additional resources

Trees

- Free trees provided by [TCV, The Woodland Trust's trees for schools communities](#) and [The Tree Council's Orchards for Schools programme](#)
- Tree Council [Guide to planting trees](#)
- Forestry Commission's [Urban Tree Manual](#) for street trees
- Forest Research [information and advice on pests and diseases](#)
- [Orchard planting guides](#) by The Orchard Project

Sustainable Urban Drainage (SUDs), Waterways and Biodiversity

- Rain Garden [Guide](#)
- SUDS [resources](#)
- Pond creation [toolkit](#)
- [Wildlife Trusts advice](#) on building bug hotels to creating garden ponds and more

Community engagement

- [My Community](#) has a whole host of tools and guidance to help you connect to your local community
- [Parks Community UK](#) provides a free online knowledge hub and network for all 'Friends of parks and green space community groups, no matter their size or level
- The Conservation Volunteers (TCV) are working with Doncaster Council to run a [Green Space Network](#) programme, which connects community groups across the borough. Get in touch with gareth.dowle@tcv.org.uk to find out more
- Tool/equipment library - <https://getdoncastermoving.org/borrow-tools-or-equipment>
- Funded training opportunities - <https://getdoncastermoving.org/dgsn>
- Litter picking – you can apply for free litter pickers from Street Scene (and arrange for Street Scene to pick up litter) through this website - [This is my Doncaster - Get involved - City of Doncaster Council](#)

Events

- [Organise and stage an event in Doncaster](#) - City of Doncaster Council if successful in the events grant, you will be required to complete this form.

Projects

- If successful in running a project on City of Doncaster land, you will be required to complete this form - <https://getdoncastermoving.org/task-or-activity-apply>



DONCASTER ENVIRONMENTAL PRIDE PROGRAMME

Contact Us:

Civic Office
Waterdale
Doncaster
DN1 3BU
Tel: 01302 862862



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