



**Office use only**

**Form Type: PA1/PA2**

**Form References: CSAPPF PA1/PA2**

**Date Stamp**

# Implementation plan or Feasibility study capital grant application form

## Important information about your application – please read

Use this form to apply for one of the following capital grants:

- PA1: Implementation plan
- PA2: Feasibility study

You can use this form to apply all year round. If you want to apply for more than one capital grant, you must fill out a separate application form for each.

Use the ‘How to apply for an Implementation plan or Feasibility study capital grant application’ guidance to help you fill in the form. You can find this on [GOV.UK](https://www.gov.uk).

Before you fill in and submit the form, make sure:

- Your details are correct on the Rural Payments service. We’ll use those details to contact you and set up your application.
- You have ‘Submit’ permissions on the Rural Payments service. If you do not, we cannot accept your application.
- You’ve discussed your application with a Natural England or Historic England (PA2 only) adviser. Contact the Rural Payments helpline on 03000 200 301 to do this before you fill in the form.

## Using and sharing your information

For information on how we handle personal data go to [www.gov.uk](https://www.gov.uk) and search [Rural Payments Agency personal information charter](#).

## Section 1 – Applicant details

Please answer all questions, if you do not it may delay your application.

- 1 Applicant name
- 2 Single Business Identifier (SBI) number
- 3 Agreement name (land or farm name)
- 4 You must have management control over all of the land being included in this application so that you can meet the Declaration and Undertakings in section 4, for the entire length of the proposed agreement. For PA1 Implementation plan and PA2 Feasibility study, this is 3 years from the agreement start date.

Please tick to confirm that you have the required management control.

- 5 Are you VAT registered?                      Yes                      No

If you are not VAT registered and wish to include VAT in your claims, you will need to supply a letter from an independent accountant to verify you are not able to reclaim VAT from HMRC.

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## Sections 2 - Proposed agreement details

- 6 Which capital grant are you applying for? Tick one box only:

PA1 Implementation plan

PA2 Feasibility study

- 7 Agreement title  
(for example, land, feature or farm name)
- 8 List the land parcels which the Implementation plan or Feasibility study will cover below. These must all be registered to the SBI you're using for this application. If you run out of space, use the continuation sheet and enter the number of continuation sheets you've used in the box below this table.

Field name (if any)	OS map sheet reference	National Grid field number	Is the parcel common and/or shared grazing land? If yes, tick this column
Example: Top field	AB1234	5678	

If you've used continuation sheets, enter the total number you've attached in this box.

- |           |  |     |    |
|-----------|--|-----|----|
| <b>9</b>  | Have you previously received funding to do the work in your PA1 Implementation plan or PA2 Feasibility study proposal?   | Yes | No |
| <b>10</b> | Are you applying for funding from any other sources for the work in your PA1 Implementation plan or PA2 Feasibility study?<br>If 'No', go to Question 11. If 'Yes', enter details of the other funding in the box below. | Yes | No |

Questions 11 to 15 – use these to explain how your proposed Implementation plan or Feasibility study meets each of the criteria listed. If you need help, read the ‘How to Apply for an Implementation plan or Feasibility study capital grant application’ guidance.

- 11** Describe how your proposal meets the expected funding categories.

**12** Describe why your plan/study is essential to achieving environmental objectives.

**13** Give details of how the plan/study will inform a future grant application. Include which type of application you're going to apply for and the year you'll be applying.

**14 PA2 only:** Will you need Natural England or Historic England support to develop your brief or specification for the Feasibility study? Yes                  No  
If 'No', confirm who will be supplying the brief/specification.

**15 PA2 only:** Please estimate the cost (£), excluding VAT, of the Feasibility study. (Note: we will base any PA2 agreement offer on agreed cost quotations and not the estimated amount you provide).

## Section 3 – PA2 Feasibility study costings

You need to fill in this section when you submit your final application.

### For adviser use only

Feasibility study contribution rate agreed by Natural England or Historic England (%)	Adviser signature	Name (BLOCK letters)	Date

**16** In the table below, record at least 3 cost quotations you've obtained for your agreed brief or specification.

Reference	Supplier details (name and address)	Total amount (£) excluding VAT	Supplier VAT registration number (if applicable)	Date of quotation	For adviser use only: Quotation meets requirements? (Yes/No)
1					
2					

Reference	Supplier details (name and address)	Total amount (£) excluding VAT	Supplier VAT registration number (if applicable)	Date of quotation	For adviser use only: Quotation meets requirements? (Yes/No)
3					
4					

**For adviser use only**

Grant payable by RPA (£) (lowest valid quotation x agreed contribution rate)	Adviser signature	Name (BLOCK letters)	Date

**17** Name of your chosen supplier

# Section 4 – Declaration and undertakings

## Important: please read

Before applying for a Countryside Stewardship (CS) agreement you must make sure that you have read and understood the Mid Tier or Higher Tier guidance and the terms and conditions that will apply to the capital grant you are applying for. If you are successful, your agreement offer will set out the details which you will need to adhere to should you accept the offer.

If you are applying for an Implementation Plan or Feasibility Study grant by post, you must sign your application and any supporting forms. A signature is not necessary if you submit your form by email.

## Declaration

I/We declare that:

- I/we have checked that all of the land on my/our holding, including all land contained in this application, is registered in the Rural Payments service and that all of my/our land details held in the Rural Payments service are correct and complete at the date of submitting this application or I/we have already submitted a rural land change request or an RLE1 form to update these details.
- I/we have notified the RPA of any corrections required using a rural land change request or an RLE1 form.
- I/we have read and understood the requirements contained in the CS Mid Tier or Higher Tier guide and the terms and conditions that will apply and that I/we will abide by them for the duration of any CS agreement subsequently offered to and accepted by me/us.
- the supporting documents and evidence supplied in relation to this application are correct and I/we accept full responsibility for them.

## Undertakings

In signing this form, I/we undertake that I/we:

- are capable and willing to fulfil the obligations which will be required of me/us if my/our application is successful;
- will allow access to any land, and any relevant records to which the application relates, to any person carrying out a site visit or audit to verify the accuracy of any information provided to the Rural Payments Agency and the Forestry Commission and to ensure compliance with these undertakings and the declarations;
- agree to disclose all information relevant to this application, provide any additional information as may be required by the Rural Payments Agency or field officers or auditors and co-operate with or take part in any economic, environmental or other monitoring and evaluation of the scheme (including any research and development studies) conducted by the Rural Payments Agency and the Forestry Commission or by anyone appointed by it for that purpose;
- have full authority and capacity to represent and bind the applicant(s) named at Section 1 of this form

**Warning:** if you knowingly or recklessly make a false statement to obtain payments to yourself or others, you risk prosecution, termination of any resulting agreement and recovery of any money paid to you under the scheme. You may also be excluded from other Defra grant schemes for up to two years.

I/We hereby apply for a Countryside Stewardship capital grant agreement as set out in this application form.

Signature	Name (BLOCK letters)	Capacity of signatory (sole trader, company director, agent)	Date

