



Department  
for Environment  
Food & Rural Affairs

**Office use only**

**Form type: Capital**

**Form references: CSAPPF**

**Date Stamp**

## Capital Grants application form

### Important information about your application – please read

Please use the [Rural Payments service](#) to apply online for the Capital Grants. Only use this paper form if you cannot apply online.

You must submit a map in support of your application.

Use this form with the [‘How to complete your Capital Grants application form by email or post’](#) guidance to help you apply.

Before you submit your application, make sure that you:

- have filled in all parts of the form and answered all questions that apply to you
- attach all supporting documents and maps
- have the appropriate permissions in the Rural Payment service

**If you submit your application by email please put ‘Application – CS – Capital Grants’ in the email subject heading and send it to us at [ruralpayments@defra.gov.uk](mailto:ruralpayments@defra.gov.uk)**

### Using and sharing your information

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

## Section 1 – Applicant details

- 1 Applicant name
- 2 Single Business Identifier (SBI) number
- 3 Agreement name (land or farm name)
- 4 You **must** have management control over all the land included in this application, so that you can meet the Declaration and Undertakings in section 6, for the length of the proposed agreement (3 years from the agreement start date for 2024 applications).

If you do not, you can still apply if your landlord(s) countersigns the application using a Land Ownership and Control (LOC) form, available on GOV.UK. If your landlord(s) does not do this, you are not eligible to apply.

Tick if you have submitted a Land Ownership and Control form (LOC) form.

- 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.

- 6 Does this application include water, air quality or natural flood management capital items that must have [Catchment Sensitive Farming \(CSF\)](#) approval?                      Yes                      No

If yes, you must have approval from CSF before making this application.

Please confirm CSF adviser's name

Include CSF approval with this application.

## Sections 2 to 5 - Capital item options

Capital grants options are available from 4 groups, boundaries, trees and orchards; water quality; air quality and natural flood management.

There is no limit on the value of capital items that you can apply for in each of the 4 groups.

If you're claiming for water quality capital items complete section 2.

If you're claiming for boundaries, trees and orchards capital items complete section 3. If you're claiming for air quality capital items complete section 4.

If you are claiming for natural flood management capital items complete section 5.

**Section 2 - Water quality capital items**

Enter details of land parcels registered to your SBI where the water quality capital works will be carried out.

See the Capital Grants guide for a full list of water quality capital items.

Field Name (if any)	OS map sheet reference	National Grid field number	Capital item option code	Capital item area or number of units	Payment rate	Amount claiming (area/units x Payment rate)
Example: Top field	LP1234	5678	FG1	30 metres	£4 metre	£120

### Section 3 - Boundaries, trees and orchards capital items

Enter details of land parcels registered to your SBI where the boundaries, trees and orchards capital works will be carried out.

See the Capital Grants guide for a full list of boundaries, trees and orchards capital items.

Field Name (if any)	OS map sheet reference	National Grid field number	Capital item option code	Capital item area or number of units	Payment rate	Amount claiming (area/units x Payment rate)
Example: Middle field	LP1234	6789	TE1	20 trees	£8.80 per tree	£176

Total amount applying for

## Section 4 - Air quality capital items

Enter details of land parcels registered to your SBI where the air quality capital works will be carried out.

See the Capital Grants guide for a full list of air quality capital items.

Field Name (if any)	OS map sheet reference	National Grid field number	Capital item option code	Capital item area or number of units	Payment rate	Amount claiming (area/units x Payment rate)
Example: Bottom field	LP1234	7890	TE4	50 trees	£1.28/tree	£64

## Section 5 – Natural flood management capital items

Enter details of land parcels registered to your SBI where the natural flood management capital works will be carried out.

See the Capital Grants guide for a full list of natural flood management capital items.

Field Name (if any)	OS map sheet reference	National Grid field number	Capital item option code	Capital item area or number of units	Payment rate	Amount claiming (area/units x Payment rate)
Example: Bottom field	LP1234	7890	TE4	50 trees	£1.28/tree	£64

## Section 6 – Declaration and undertakings

### Important please read

Before applying for a Countryside Stewardship (CS) Capital Grants agreement, you must ensure that you have read and understood the Capital Grants Applicant's guide, the Agreement holder's guide 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 follow should you accept the offer.

### 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 reviewed the eligibility conditions for the proposed agreement and confirm that we meet the relevant conditions.

### Undertakings

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

- have read and understood the requirements contained in the Capital Grants Applicant's guide, the Agreement holder's guide and the terms and conditions that will apply and that I/we will abide by them (including the record keeping requirements) for the duration of any CS Capital Grants agreement subsequently offered to and accepted by me/us;
- 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 authorised person carrying out a site visit or audit to verify the accuracy of any information provided to the Rural Payments Agency, Natural England and Forestry Commission and to ensure compliance with these undertakings and the declarations;
- agree to disclose all information relevant to this application (including relevant consents and dated and signed photographs), provide any additional information as may be required by the Rural Payments Agency, or field officer 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, Natural England and the Forestry Commission or by anyone appointed by either of them for that purpose;
- have completed and submitted a map showing the location of all the capital items and/or woodland in this application;
- 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.

If you are applying for a Capital Grant by post, you must sign your application and any supporting forms. A signature is not necessary if you submit your form by email.

I/We hereby apply for a CS Capital Grants agreement as set out in this application form.

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