



National Garden Scheme Community Gardens Award

In memory of Elspeth Thompson

Application Guidance Notes

Applications open annually in early September and close on 31st December. Applicants are advised of the outcome during March the following year

1. Purpose

National Garden Scheme Community Gardens Award provides funding to amateur gardeners from community groups in England and Wales to create a garden or similar project (such as an allotment) with horticultural focus for the benefit of their local community.

These projects should aim to bring a community together by being a space people can share, by the acquisition and sharing of gardening knowledge and skills and by inspiring a love of gardening.

All applications are considered on their individual merits by a panel made up of the supervisor, a trustee and a vice-president. No fixed amount is set but awards do not usually exceed £5,000. Funding could cover, for example, site preparation (including hire of small mechanical tools such as rotavators), hand tools, plants, trees, shrubs, containers and seating. The following are not eligible for funding:

- Promotional costs (eg production or printing of leaflets)
- Hire of large mechanical tools (eg large shredder, JCB etc)
- Transport to visit gardens
- Insurance
- Educational course fees or training costs
- Volunteer expenses
- Salaries

2. Eligibility

The Community Garden Award is only available to projects in England and Wales run by amateur gardeners within community groups. The award scheme is not open to schools.

3. Recognising your Community Garden Award

The National Garden Scheme will donate a special plaque confirming the award which we will be given to you at a suitable time in your project's progress, either when it is complete or at a suitable time before completing. We ask that this takes place within a year of your award being confirmed. The plaque will be donated by a suitable person from the National Garden Scheme such as a Trustee or County Organiser, at a ceremony held on-site on a mutually convenient date and we would hope to attract local media interest for the award and event.



4. Completing the Application

You need to set out why you think your project should be considered for a Community Garden Award. It is important to clearly describe the project, stating the anticipated short and long term benefits to a community. It is also important that projects are shown to be sustainable, so you need to set out how it will be sustained in the coming years.

In considering a proposal the awards panel need to see that the project has been carefully thought through. In completing the application you are required to supply a detailed breakdown of the costs for which you are seeking funding. You should also state if you have obtained, or are applying for, funding from elsewhere, giving the amount and the source. Applications without supporting financial information will not be considered.

Applications must include either clear drawings and/or photographs showing the whole site of the proposed project. They must also include an indication of the site's area. Failure to provide any of these may result in your application not being considered by the awards panel.

If you have any queries, please contact the award scheme's supervisor, Doug Copeland: doug.copeland@ngs.org.uk, T: 01799 550553.

When you have completed your application form please email it together with any accompanying material such as photographs and drawings, to doug.copeland@ngs.org.uk. Alternatively, they can be posted to Doug Copeland, Wickets, Langley Upper Green, Essex CB11 4RY.