

## **APPLICATION GUIDELINES – Community Groups - East Cairngorms**

Please expand all boxes in the Application Form as required to give as much information as possible about the people and the courses they are doing. We will use the information you provide to make decisions about the training we will fund and the grant amount available to you. Eligibility for support will relate to the aims and objectives of the community group.

**Return the completed form *before the training takes place* to [training@cairngorms.co.uk](mailto:training@cairngorms.co.uk) or post to the address at the bottom of the application form.**

### **About the business**

To be eligible, the community group must be constituted with a bank account and be wholly or partly within the Cairngorms National Park.

### **About the grant**

We offer up to 40% support toward the costs of training.

We will not fund entry level or refresher courses in subjects such as first aid or chainsaw. However we will fund advanced level courses in subjects such as first aid and chainsaw. We cannot fund training that is a statutory requirement.

We will only contribute to travel and accommodation in exceptional circumstances, please contact us to discuss further.

Any contribution we offer may only be claimed after the training has taken place and on provision of original receipted invoices showing that the community group named has paid for the training. Our contribution must be claimed as soon as possible after the training has taken place and in every case within the same financial year as the application date. Payment will be made to the community group.

### **Cap on funding**

Funding will be capped at £5,000 per annum.

### **About the person (s) and the course (s)**

**A separate application form must be completed for each course** - Please provide the following for each request - The title of the training course, the date and cost of the training and any qualification that will be received at the end of the course. Please also tell us how this training will benefit the person(s) receiving it, the community group and the Cairngorms National Park. We will also require each beneficiary to fill in a data protection form, an attendance and evaluation form and a course participant's form on completion of training.

**THIS INFORMATION IS MANDATORY IN ORDER TO QUALIFY FOR A GRANT.**

# Land Management Training Project

## Developing Training in the Cairngorms National Park

### **APPLICATION GUIDELINES – East Cairngorms (continued)**

#### **What to do once the application form is completed**

Please email the completed application form to [training@cairngorms.co.uk](mailto:training@cairngorms.co.uk) or post to Cairngorms Training Project, Cairngorms National Park Authority, 14 The Square, Grantown-On-Spey, Moray, PH26 3HG.

In normal circumstances we will respond to you within 15 working days.

Many thanks.

**Fiona Morris**  
**Land Management Training & Support Officer**  
**Cairngorms National Park Authority**  
**14 The Square, Grantown-on-Spey**  
**Moray, PH26 3HG**  
**Email: [training@cairngorms.co.uk](mailto:training@cairngorms.co.uk)**  
**Tel: 01479 873535**  
**Direct Dial: 01479 870535**

**CAIRNGORMS**  
NATIONAL PARK AUTHORITY  
ÙGH DARRAS PÀIRC NÀISEANTA A' MHONAIDH RUaidh



The European Agricultural Fund  
for Rural Development:  
**Europe investing in rural areas**



**The Scottish  
Government**  
Riaghaltas na h-Alba

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