



Department of Environment, Food & Agriculture

Rheynn Chymmyltaght, Bee as Eirinys

Agriculture and Fisheries Grant Scheme

Agri-Environment Initiatives Grants Grant Application Form

5/08: EDUCATIONAL VISITS

Please refer to the Guidance Notes which tell you the rules and conditions of the Scheme, before you fill in this form. You can find this information on our website: www.gov.im/agandfishgrantscheme

Please write clearly and use BLOCK CAPITALS.

For Official Use Only

File Ref:

Section 1. General Information

- 1.1 AB Number
- 1.2 Name
- 1.3 Business/Organisation Name
- 1.4 Email
- 1.5 Contact Numbers

Section 2. Required Information

2.1 Total number of visits planned:

2.2 Please provide the details of the planned visits if known in advance:

School/Group Visiting	Date of Planned Visit	School/Group Visiting	Date of Planned Visit

Section 3. Declaration

- 3.1 I have read the Scheme Guidelines concerning this Scheme and relating to this application, understand and will comply with all the conditions set out in the Agriculture and Fisheries Grant Scheme 2016 (as amended).
- 3.2 Where items are of a capital nature, I accept that I am responsible for the design, erection and completion and for their subsequent performance, durability and safety.
- 3.3 I have obtained all necessary consents, including planning permission and owner's/landlord's consent where appropriate.
- 3.4 I understand that acceptance of this application does not in any way signify that the project is eligible for support or that funding has been approved towards it.
- 3.5 I/we on behalf of the company, am/are authorised by the company and hereby apply for Government assistance as described above. I/we declare that the information given in this application is correct and that the business undertakes to comply with the terms and conditions and to execute any undertaking or further document which may be required.
- 3.6 I/We acknowledge that if this application for financial assistance is successful, the financial assistance or part of it (at the Department's discretion) may become repayable in a number of circumstances including if this application or any supporting documentation relevant thereto is shown to have been false, misleading or inaccurate in any material respect.
- 3.7 The Department is subject to the Freedom of Information Act 2015 and other obligations under law which requires us to act transparently and which grant certain rights of access to the public to information held by us. This means that whilst we will respect the sensitivity of the information you provide, there may be legal requirements which oblige us to disclose the information. I/we confirm that the business is conducted lawfully in the Island, and those jurisdictions in which it trades.

Data Protection

- 3.8 The Department of Environment, Food & Agriculture (DEFA) is a controller for the purposes of the Data Protection Act 2018 and requires the information on this form in the public interest on the basis of the Agriculture and Fisheries Grant Scheme 2016.
- 3.9 Your personal information will be held by DEFA for the purposes of processing this application and we will keep these details for six years, after which it will be deleted from our records.
- 3.10 You may request erasure, restriction or amendment of your details at any time if you no longer wish us to process your application. Full details of how and why DEFA processes your personal information are contained in our privacy policy <https://www.gov.im/about-this-site/terms-and-conditions/privacy-policy/>
- 3.11 You have the right to lodge a complaint with the Information Commissioner (IC) if you think the Department is acting outside of the Data Protection Act 2018. The IC can be contacted here <https://www.inforights.im/>
- 3.12 The Data Protection Officer can be contacted on 686781 or emailed at DPO-DEFA@gov.im

I have read and understand the Scheme Guidance, the Declaration and the Data Protection information and I confirm that I wish to proceed with the application on this basis.

Signature

Print Name

Date

This form must be appropriately filled out in conjunction with the **2022-23 AES Handbook and Guidelines** which can be accessed on our website



Department of Environment, Food & Agriculture

Rheynn Chymmyltaght, Bee as Eirinys

Agriculture and Fisheries Grant Scheme

Agri-Environment Initiatives Grants

508 Educational Visits Feedback Form

1. Personal Details

1.1 Name

1.2 School/Group Name

1.3 Contact Numbers

2. Feedback

2.1 Farm name

2.2 Date of visit

2.3 On a scale of 1-10, how high would you rate the following? (Please circle your choice)

- | | | | | | | | | | | |
|------------------------------------|---|---|---|---|---|---|---|---|---|----|
| i.) Educational value: | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ii.) Relevance to the environment: | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| iii.) Facilities: | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| iv.) Overall tour quality: | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Please write a short paragraph detailing your time on the farm e.g. what you did, best/worst activities, any concerns/advice for safety of future groups etc.

Please return a copy of your feedback form to DEFA and a copy to the farm you visited (optional).
Forms can be returned to DEFA at agriculture.policy@gov.im, or alternatively return paper copies to:
Agriculture Directorate, DEFA, Thie Slieau Whallian, Foxdale Road, St. John's, IM4 3AS



Agriculture and Fisheries Grant Scheme

Agri-Environment Initiatives Grants

Farm Facts Template

Educational Visits

Visiting groups must be school parties studying a range of subjects through the National Curriculum, or groups of vulnerable people (care farming) wishing to learn about food production, farming, wildlife conservation, landscape and historical features. These visits are free of charge to the group if the host claims financial support from the Agriculture and Fisheries Grant Scheme, Agri-Environment Initiatives Grant.

1. Personal Details

1.1 AB Number	<input type="text" value="AB"/>
1.2 Business name	<input type="text"/>
1.3 Email Address	<input type="text"/>
1.6 Address	<input type="text"/>
	<input type="text" value="Post Code"/>

2. Farm Facts

Site name	<input type="text"/>		
Address	<input type="text"/>		
	<input type="text" value="Post Code"/>		
Visit Contact Name	<input type="text"/>	Telephone Number	<input type="text"/>
Email Address	<input type="text"/>		

Suitability for people with restricted mobility:

Hard surface parking area Surfaced paths Toilet for the disabled

Parking available for:

Coaches Minibuses Cars

Other facilities

Toilets/hand washing facilities Picnic area Shelter

Activities available:

Habitats available for study:

<input type="checkbox"/> Flower rich grassland	<input type="checkbox"/> Pond	<input type="checkbox"/> Wetland
<input type="checkbox"/> Hedgerows	<input type="checkbox"/> Dry stone walls	<input type="checkbox"/> Intensive Grassland
<input type="checkbox"/> Orchards	<input type="checkbox"/> Heathland	<input type="checkbox"/> Woodlands
<input type="checkbox"/> Arable	Other, please specify	<input type="text"/>

Species/features of interest:

E.g. Wildlife, archaeological or landscape designations e.g. Site of Special Scientific Interest etc.

What is being done for conservation on the farm?

Why Schools or vulnerable groups should visit this farm?

3. Declaration and Data Protection

I confirm I have read and understood the Data Protection information overleaf and that I wish to proceed on this basis.

Signature

Print Name

Date

DATA PROTECTION

Please read the information before signing below.

1. The Department of Environment, Food & Agriculture is a Controller for the purposes of the 2018 data protection legislation and will only process your personal information in accordance with its principles. The information requested here is required in the public interest in order for the Department to Administer the Agriculture and Fisheries Grant Scheme 2016.
2. Some of the information you provide, such as your name, address and contact details may be shared within DEFA, with other Government departments, boards or offices for the purposes of statutory functions and in the public interest.
3. We will only hold your data for as long as it is needed to administer this (and possible future) application and in accordance with our privacy policy and document retention policy.
4. If you wish to know more about your rights our Data Protection Officer can be contacted at DPO-DEFA@gov.im / tel. 686781. DEFA's Privacy Notice may be found here <https://www.gov.im/about-the-government/departments/environment-food-and-agriculture/privacy-notice/>