

Committee: FINANCE & RESOURCES

Date: 30 July 2019

Report: GRANT APPLICATION TO THE SUSTAINABLE DEVELOPMENT FUND

Purpose of the report

1. To determine a funding application made to the Authority's Sustainable Development Fund by The Farmer Network Ltd for a contribution towards the 'Business Support for Young People Programme' project.

RECOMMENDATION

2. That the Committee Members determine whether to offer a grant of £28,020 from the Sustainable Development Fund towards the 'Business Support for Young People Programme' project that has been requested by The Farmer Network Ltd (SDF reference SD0192).

Strategic Planning Framework

3. The information and recommendation(s) contained in this report are consistent with the Authority's statutory purposes and its approved strategic planning framework:

National Park Management Plan objectives

F6: Use the Sustainable Development Fund and other funding sources to support at least 20 new projects each year that bring economic, social and environmental benefits to the National Park.

Background to the grant application

4. The amount of grant requested exceeds £10,000. Therefore, the application needs to be determined by the Finance and Resources Committee. The application should be considered against the current SDF priorities and criteria, shown at **Annex A**.
5. The project aims to deliver a 3 year business support programme to help 15 young people (aged 18-30) from Cumbria to start up farm-related businesses. As such it ties in strongly with the NPMP objectives to retain and attract younger, working age people (F2) and to make farm businesses more sustainable (E9). Depending on the exact nature of the businesses, it is also likely to contribute to other objectives.
6. The full application and supporting paperwork are available on the Members' extranet. The Officer's report and recommendation can be found at **Annex B**.

7. In determining this application, there are a number of points that Members should be aware of. First, this is the third application to the Authority's SDF from the applicant in the past few years. The two previous applications were: *Voices from the Land* (an exhibition about Dales landscapes/farmers, £10,000) and *Sustaining farming in the Westmorland Dales* (a 3-year programme of events and training for farmers, £9,915).
8. Second, there is a relatively high degree of risk in the project, in that there is no guarantee that the applicant will manage to find 5 young people from within the National Park. In addition, it is not possible to know exactly what type of farm-related businesses might be set up, nor how successful they will be.
9. Should Members be minded to approve the application, it is suggested that supplementary conditions be attached to the standard grant offer so as to manage those risks.

Conclusion

10. The application should contribute towards delivering National Park purposes as it will support and provide opportunities for young people to develop farming-related businesses that could help to retain and restore the National Park's landscape. It is, therefore, eligible for SDF funding. It has also been assessed against the criteria for the Fund, which considers the environmental, economic and social benefits of the project, and their contribution to delivering the specific objectives set out in the National Park Management Plan 2019-2024.

Andrea Burden
Sustainable Development Officer
12 July 2019

Sustainable Development Fund GUIDANCE NOTES



We are here to help you put together your application. Please talk to us from the very early stages of your project or idea so that we can help you to develop it and secure the funding. Further information can also be found on our website at www.yorkshiredales.org.uk/living-and-working/sdf

What is the Sustainable Development Fund?

The Sustainable Development Fund (SDF) aims to support projects that result in positive benefits for the Yorkshire Dales National Park - its environment, its economy, and its communities. It provides a simple and accessible source of money for local projects. It is open to community groups, individuals, businesses and voluntary-sector bodies.

The type of project we can fund

We want to keep the SDF as flexible as possible. A project will be eligible for consideration if it:

- contributes in some way to looking after the National Park's natural beauty, wildlife or cultural heritage or promotes opportunities for the public to understand and enjoy those things and;
- provides some local economic benefit or some benefit to a local community in the National Park.

We'd encourage all applicants to think about how their project can provide:

- **multiple benefits** – although a project may have a particular economic, social or environmental focus, it is always worth thinking about how it can be designed to secure additional benefits across all the three elements of sustainability or, at the very least, to ensure it does not harm any other interests.
- **value for money** – think carefully about how and where the money is being spent and whether it maximises positive outcomes, in particular, making sure direct benefits are felt on the ground.
- **clear outcomes** – so that we know what it will deliver and so that its success can be measured and learnt from/built upon.
- **a legacy** – we want the benefits to be long term, so think about what happens when the SDF money runs out and the project ends.

Applicants should refer to the National Park Management Plan, which sets out shared ambitions to secure a prosperous future for the National Park and its communities.

Applicants need to show how their project will contribute to the achievement of one or more of the objectives in the Management Plan. The Management Plan can be found at <http://www.yorkshiredales.org.uk/ydnpa/how-we-work/national-park-management-plan>

What we won't fund

We won't normally fund:

- applications by, or on behalf of, public sector bodies
- applications relating to areas outside the National Park boundary, unless a clear benefit for the National Park itself can be demonstrated
- fixed-term project officers
- the cost of preparing or submitting applications for statutory consents
- repeat applications where a project is substantially the same as one previously funded.

How much grant can you apply for?

There is no set minimum or maximum grant. However, the total fund available this year is £175,000. We normally aim to support at least 15 to 20 projects with this amount. Grants can be for capital or revenue costs.

Registered charities and voluntary/community groups can apply for up to 75% of a project's costs. All other types of applicant can apply for up to 50% of project costs. It will therefore be important to consider match funding, which may be sourced from other grant programmes, private finance or 'in kind' contributions. SDF could itself be used as a form of match funding for a larger project where the principal source of finance comes from elsewhere.

Application reference	Project Name	Project Description			
SD0192	Business Support for Young People Programme	The project aims to deliver a 3 year business support programme for young people aged 18-30 to help them start up farm related businesses. The Business Support Programme would include a 3 day business course using the Prince's Trust <i>Explore Enterprise</i> model, business advice including the development of a viable business plan and the provision of grants for training and specialist advice up to £1,000 per beneficiary.			
Location	Cumbria	The main objective of the project is to support 15 young people from Cumbria per year over 3 years to develop farm related businesses. Five of the young people are expected to be derived from the Yorkshire Dales National Park.			
In/Out YDNP	In and out				
Applicant's name		Project Cost:	Score:	SDF Amount Requested:	SDF Amount Recommended:
The Farmer Network Ltd		£119,960 (over 3 years)	8/15	£28,020	£28,020

Sustainable Development Officer's Comments:

The application is accompanied by a cost detail breakdown. This sets out the activities, the resources required and the costs over a 3 year period.

The internal consultation responses have suggested that members consider imposing two specific conditions on any grant offer. The first is that a condition of the grant would be to ensure that the applicant provides evidence to the Authority to show that 5 participants have been secured from the Yorkshire Dales National Park. The second condition would be to ensure that a mechanism is in place to ensure that the training/business grants funded by the SDF have a National Park purpose link. It has also been suggested that the applicant provides an annual report to the Authority on participants funded and activity funded rather than an end of project report which would be a variation to our standard SDF conditions. I would recommend that all of these suggestions are supported in order to ensure that the project fulfils our essential criteria and to ensure any financial risk to the Authority is minimised.

The project contributes to the first purpose of the National Park as it is likely to help to conserve and enhance the natural beauty, wildlife and cultural heritage of the national park. Plus the application has obtained a good score against the SDF's social, environmental and economic criteria, and in terms of our thresholds would mean that it was fundable up to £10k. In this case the applicant is asking for £28.020 over a three year period which would equate to £9,340 per year.

Officer consultation responses:

Planning Policy Officer – Supports the application. The legacy from this project is insecure as the funding will stop after 3 years and we don't know whether any of the businesses will thrive. If supported I would recommend that a couple of specific conditions are imposed on any grant offer. The first would be to ensure that our contribution would be based on ensuring that they secure 5 participants that are derived from the Yorkshire Dales National Park and the second would be to ensure that the businesses funded have a National Park purpose link. I would also suggest varying the standard SDF monitoring

condition (no. 16) requiring them to report back at the end of each year, rather than at the end of the project. This would ensure the grant amount could be adjusted if they don't manage to secure enough YDNP participants.

Director of Corporate Services – the SDF grant offer needs to include a way of ensuring that there is a mechanism to ensure any grants offered by the applicants can only be spent on things that contribute to National Park purposes in order to meet with the guidelines of the Sustainable Development Fund.

What the grant will be used for: The applicant is seeking a financial contribution towards volunteer costs; activities including The Prince's Trust Explore Enterprise Course, business advice, mentoring and the cost of the Business Launch Group; publicity/promotion and training/business grants.

Match funding: A summary can be found below –

Cumbria Community Foundation - £15,000 per year for 3 years - £45,000 (secure)

Francis C Scott Trust - £44,880 (secure)

Prince's Countryside Fund – applicant proposes to approach this funder for the shortfall

Management Plan Objectives: The project could contribute to achieving objectives E9 (“Support sustainable farm businesses, rural business innovation and diversification, so as to....increase the number of jobs within the sector to 3,250 full-time equivalents by 2025”) and F2 (“Undertake a five-year programme of measures to promote the National Park as a place to live for younger, working age households”).

Recommendation: that the grant is approved subject to the standard SDF terms and conditions plus the addition of two specific conditions – 1. to ensure that the applicant provides evidence to the Authority to show that 5 participants have been secured from the Yorkshire Dales National Park (otherwise the grant is reduced *pro rata*) and 2. to agree a mechanism to ensure that the 5 business grants funded by the SDF have some link to National Park purposes. It is also recommended that our standard condition (16) requiring the submission of an end of project report be varied so that the applicant has to provide a brief annual report so that we can evaluate the number of participants and activities.

Officer: Andrea Burden, Sustainable Development Officer

Date: 12 July 2019

Final Decision – This application is scheduled to be determined by the Authority's Finance and Resources Committee on 30 July 2019.

Sustainable Development Fund APPLICATION FORM



Please discuss your project with the Sustainable Development Officer and read the attached guidance notes before completing the application form

1. APPLICANT DETAILS			
Name (main contact)	Veronica Waller	Position in organisation	Senior Project Manager
Daytime telephone number	01524 782797	Email	Veronica@thefarmernetwork.co.uk
Group or organisation name	The Farmer Network Ltd		
Address (including postcode)	The Ashness Building, Newton Rigg College Penrith, Cumbria CA11 0AH		
Website address (if applicable)	www.thefarmernetwork.co.uk		

Please include the main objectives and activities of your group or provide details of where we might find these.

The Farmer Network Ltd is a farmer owned not-for-profit Company limited by guarantee.

The organization grew out of the foot and mouth epidemic of 2001 when a need was identified for farmers to support each other to help recover from the impact of the outbreak. The Network was originally established in Cumbria and became a not-for-profit Company in 2005, but then expanded into the Yorkshire Dales in 2009/10 following requests by farmers and with the support of the Yorkshire Dales National Park.

We currently have over 1,100 farmer members and our mission is to support our members to help sustain their businesses and maintain the environment, landscape and rural communities of the Lake District, Cumbria and the Yorkshire Dales.

Our aims include:

- To help maintain and develop a viable and sustainable farming community.
- To maximise rural income via food production and other activity.
- To help members save on business costs.
- To support, inform and educate.
- To raise the profile of farming to the public, government and other interested parties.

The Network provides a wide range of services and runs projects aimed at helping members with developing sustainable businesses, accessing training and improving their technical efficiency through knowledge transfer events.

More information about our projects and services can be found on our website at: www.thefarmernetwork.co.uk.

<p>Please explain briefly who is involved in your group and what roles they perform. If your group has a constitution, please include this with you application</p>	<p>The Farmer Network's Team</p> <p>The Farmer Network's staff team consists of:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Managing Director</td> <td>Adam Day</td> </tr> <tr> <td>Director of Operations</td> <td>Donna Gough</td> </tr> <tr> <td>Senior Project Manager</td> <td>Veronica Waller</td> </tr> <tr> <td>Project Managers</td> <td>Kate Gascoyne & Ruth Kendal</td> </tr> <tr> <td>Finance Officer</td> <td>Melanie Mawson</td> </tr> <tr> <td>Office Assistants</td> <td>Angela Chappelhow & Sally Cleasby</td> </tr> <tr> <td>Local Coordinators</td> <td>Carol Moffat & Caroline Lorains</td> </tr> </table> <p>All employees work part time. The Farmer Network also works with two self-employed coordinators: Claire Whittaker in South Cumbria and Claire Foster in the Yorkshire Dales.</p> <p>The Farmer Network's Governance</p> <ul style="list-style-type: none"> • Board of Directors: These are elected at the annual meeting of each area management council and are responsible for directing the business of the company in accordance with the company's Articles of Association and Memorandum of Association. The managing director is an ex-officio member and is guided by the Board. The Board can co-opt one additional person. The Board appoints a farmer Chairman who is Randal Raine who farms at Outhwaite in the North Pennines. • Area Management Councils: Operations in the Yorkshire Dales and Cumbria are supervised by two separate elected management councils, with up to 10 elected farmer members on each council. They oversee the work of the manager and local coordinators for their area and identify how the company can meet local needs. <p>The Farmer Network has just over 1100 farmer members of which 208 are in the Yorkshire Dales. Farmer Network members are entitled to elect the members of each Management Council at their respective Annual General Meetings.</p> <p>A copy of the Farmer Network's Memorandum of Association is enclosed with this application.</p>		Managing Director	Adam Day	Director of Operations	Donna Gough	Senior Project Manager	Veronica Waller	Project Managers	Kate Gascoyne & Ruth Kendal	Finance Officer	Melanie Mawson	Office Assistants	Angela Chappelhow & Sally Cleasby	Local Coordinators	Carol Moffat & Caroline Lorains
	Managing Director	Adam Day														
Director of Operations	Donna Gough															
Senior Project Manager	Veronica Waller															
Project Managers	Kate Gascoyne & Ruth Kendal															
Finance Officer	Melanie Mawson															
Office Assistants	Angela Chappelhow & Sally Cleasby															
Local Coordinators	Carol Moffat & Caroline Lorains															

Type of group (please tick) OTHER – Not for Profit Company limited by Guarantee

Registered charity (state charity no.):	<input type="checkbox"/>	Community group	<input type="checkbox"/>	Community Interest Company	<input type="checkbox"/>
Individual	<input type="checkbox"/>	Private business	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>

Where did you hear about the Sustainable Development Fund?

To help us publicise SDF in the future, please tell us where you heard about it.	From previous applications and from Yorkshire Dales National Park Authority employees.
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2. PROJECT DETAILS

What is the name of your project?

Business Support for Young People Programme

Please explain briefly:

- how your project contributes in some way to looking after the National Park's natural beauty, wildlife or cultural heritage or how it promotes opportunities for the public to understand and enjoy those things
- how it relates to the National Park Management Plan objectives
- what your project aims to achieve

The Farmer Network's business support programme is aimed at helping disadvantaged young people aged 18-30 who want to start a farming related business. Over 3 years, the project aims to support 15 young people per year in developing a farming related business of which 5 per year are expected to be from the Yorkshire Dales National Park. The project will enable these young people to develop viable businesses related to farming to provide them with income and employment and, as a result, support the continued viability of remote rural communities.

Farm businesses in the Yorkshire Dales typically have low profitability and are often in remote locations. Livestock businesses are very dependent on public support, particularly the Basic Payment Scheme which on average accounts for over 88% of Farm Business Income on Less Favoured Area farms. The Government is proposing to phase out this support payment by 2027 which will have a significant impact on profitability and increase the need for additional sources of income. This may provide new opportunities for younger farmers to get into the industry as it is likely to result in lower rents, but pressure on finances means that many small family farms often cannot support a new generation while they learn the business.

The National Park Management Plan describes one of the special qualities of the National Park as being: "*A traditional pastoral landscape created by livestock farmers over several centuries. This historical landscape is acknowledged as internationally important.*" This pastoral landscape relies on sustainable farm businesses being able to manage this land with around 95% of the land in the park being privately owned.

The project relates to the following 2019-24 National Park Management Plan objectives:

- *A distinctive, living, working, cultural landscape, that tells the ongoing story of generations of people interacting with their environment.* This objective mentions the importance of supporting farmers and landowners during Brexit transition so they can deliver a range of public benefits.

This project is aimed at helping young people develop sustainable farm related businesses to support their income and keep them working within their communities. Sustainable farm businesses are required to manage the landscape and environment of the Yorkshire Dales into the future. As part of the programme, the young people attend a 3 day Explore Enterprise course which is aimed at giving them an understanding of what is involved in running a small farming-related business. Existing agri-environment schemes are already a crucial part of farm business income and maximising the potential to benefit from these schemes will become even more critical with the proposed phase out of the Basic Payment Scheme and introduction of the new Environment Land Management Scheme. The Explore Enterprise course will include a module on Agri-environment schemes on the farm called: "Looking after the environment on the farm for the benefit of the business."

- *Providing an outstanding range of benefits for the nation based on its natural resources, landscape and cultural heritage, which underpin a flourishing local economy.*
The project is particularly relevant to **objective E9**: *Support sustainable farm businesses, rural business innovation and diversification, so as to increase the average less favoured area farm business income to match the national average wage and increase the number of jobs within the sector to 3,250 fulltime equivalents by 2025.*
- *Home to strong, self-reliant and balanced communities with good access to the services they need.*
The project is particularly relevant to **objective F2**: *measures to promote the National Park as a place to live for younger, working-age households (18 to 44-year-olds) to help halt the decline in their numbers.*

Please provide some more detail about:

- who is involved and what they will do
- details of how the grant will be spent
- what are its key outcomes – how will its success be measured
- how it will achieve its aims
- how the project will be promoted
- what will happen when the project ends

Who is involved and what they will do

The Farmer Network's business support programme is aimed at helping disadvantaged young people aged 18-30 who want to start a farming related business.

Fifteen young people per year (on average 5 from the YDNP) will be offered a "package" of support delivered using local farming experience and knowledge to make sure the support is practical and realistic. The programme will be run by a project manager, Kate Gascoyne, with the help of business advisers and business mentors from the farming community and farm accountants.

How will the grant be spent?

The main elements of the Business Support Programme includes:

- **Business Course:** This 3 day course run according to the Prince's Trust Explore Enterprise model gives the young people an understanding of what is involved in running a small farming-related business.
- **Business Advice:** Following the course, the young person is given one-to-one advice from a business adviser with experience of farming. This is to help them develop a viable business plan and, if appropriate, apply for a grant from the programme and/or loan from a bank to help finance their proposed business.
- **Business Launch Group (BLG) assessment:** A group of volunteer farmers and professional farm accountants then assess the business plan in an interview with the young person and make recommendations. The group will also assess grant applications for relevant training/specialist advice considered critical to the success of the new business – see below.
- **Provision of grants for training and specialist advice:** The Business Launch Group (BLG) will assess the allocation of grants of up to an average of £1,000 per beneficiary, for training, specialist advice, or other specific business needs. An example would be a young person wanting to develop a cheese making enterprise who might need training on making cheese,

but also food hygiene and training on product marketing.

- **Volunteer Business Mentor:** Further ongoing support will be offered to the young people if required.

The total cost of the project over 3 years is £119,960. A contribution of £28,020 is requested from the Yorkshire Dales National Park to help towards the costs of funding 5 places per year for young people from the Dales in relation to the costs of: running the Explore Enterprise Course, provision of one to one business advice from an adviser, provision of training grants and the cost of the Business Launch Group which assesses the business plans and decides on the grant awards.

What are its key outcomes – how will its success be measured?

Success will be measured by monitoring the number of young people who participate in the programme and the extent to which they manage to develop viable businesses. We will keep records of all interviews with beneficiaries, business advice activities, follow-up and outcomes.

How will it achieve its aims?

The project will achieve its aims by running the programme of business advice and mentoring outlined above. A critical element is the quality of the business advice and the relationship of the young person with their business mentor and the project manager. We use successful farm business people as advisers and mentors and they and professional farm accountants are part of the Business Launch Group.

How the project will be promoted?

The project will be promoted using our Farmer Network quarterly newsletter, weekly E News, website and social media. We will also use local press, auction marts and organisations including the Young Farmer’s Clubs, local agricultural colleges and breed societies.

What will happen when the project ends?

We feel this project provides a template for a national programme to support young people in farming that ought to be implemented by Defra. At this time of change in the industry, there is no prospect in the short term that a business support programme for young people will be provided by Defra, but in the longer term, we will lobby for this to be implemented either by Defra or Local Enterprise Partnerships as well this support is critical to the future of the industry.

3. SITE DETAILS (IF APPROPRIATE): Please attach a map showing the project location.

Do you have the approval of the landowner(s) involved in the project?	<input type="checkbox"/> yes	<input type="checkbox"/> no
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If you answered no to this question, you may need written permission from the owner to carry out this project.

NOT APPLICABLE

copy of permission enclosed

copy of permission to follow

4. PROJECT COSTS AND FUNDING

Are you VAT registered	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> VAT number: 890 8673 73
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If you are able to reclaim VAT, please exclude this from the figures given in this section

What is the total project cost?	£119,960 over 3 years		
How much SDF grant are you requesting?	£28,020 over 3 years		
What sources of match funding will the project use? Have they been secured?	<p>Funding for Cumbrian participants</p> <ul style="list-style-type: none"> • Cumbria Community Foundation: • £15,000 per year for 3 years (approved at June 2019 grant panel) total £45,000 • Francis C Scott Trust: £44,880 (approved on 3rd July 2019) <p>Prince's Countryside Fund</p> <p>We are expecting there to be some surplus funds available from the current cohort which has been funded by PCF. We are seeking their permission to use any residual funds to support any gaps in the overall funding package including Farmer Network staff time and running costs in relation to the Yorkshire participants.</p>		
Overall Project costs – please list (continue on a separate sheet as necessary)	Capital ✓	Revenue ✓	Estimated cost (£)
Farmer Network staff costs	<input type="checkbox"/>	✓	£27,072
Volunteer costs	<input type="checkbox"/>	✓	£720
Activities including the Explore Enterprise Course, business advice, mentoring and the cost of the Business Launch Group	<input type="checkbox"/>	✓	£38,340
Contribution to FN office costs (@9.7% of project cost to cover share of office costs such as rent, electricity and phone)	<input type="checkbox"/>	✓	£6,628
Publicity/Promotion	<input type="checkbox"/>	✓	£2,200
Training/Business Grants	<input type="checkbox"/>	✓	£45,000
		TOTAL	£119,960
FUNDING REQUESTED FROM SDF (based on 1/3rd of participants coming from the YDNPA)			
Volunteer costs	<input type="checkbox"/>	✓	£240
Activities including the Explore Enterprise Course, business advice, mentoring and the cost of the Business Launch Group	<input type="checkbox"/>	✓	£12,780
Training/Business Grants	<input type="checkbox"/>	✓	£15,000
		TOTAL	£28,020
PLEASE SEE DETAILED BUDGET IN THE ATTACHED SPREADSHEET			
For any single item costing £5000 or more, please obtain 3 quotations and provide these with your application, together with an explanation of why you opted for the chosen quote			
Please indicate whether the contribution towards the project costs from SDF is to be spent as a proportion of the whole project cost or committed to specific items (and if so, which)			
<i>The SDF funding is a contribution towards the total costs of certain elements of the project for participants from the Yorkshire Dales National Park outside Cumbria. This is expected to be</i>			

around a third of the total participants. *Funding is requested for the Yorkshire Dales participants' share of volunteer costs, activities including the Explore Enterprise course and training/business grants but not for staff time and Farmer Network running costs.*

Project start date 1st September 2019

Project end date 31st August 2022

Have you ever received grant funding before from this fund?
If yes, please give details below

Funding has been received to help set up the Yorkshire Dales Farmer Network and as match funding for the Voices from the Land project and the Sustaining Farming in the Westmorland Dales project.

yes

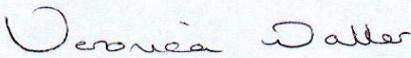
✓

no

5. DECLARATION

I declare that the information given above is correct to the best of my knowledge and that, if any of the information changes I will inform the Yorkshire Dales National Park Authority immediately.

Signed



Name VERONICA WALLER

Date 26th June 2019

Position SENIOR PROJECT MANAGER

Revised 11th July 2019

**We cannot register applications until we have a signed copy of the application form. We will accept electronic copies of the application form where an electronic signature has been added to this section. Alternatively you can send a hard copy with the original signature to the address below.*

Please return this form to: Andrea Burden, Sustainable Development Officer,
Yorkshire Dales National Park Authority, Yoredale, Bainbridge, Leyburn, DL8 3EL

Tel: 01969 652337

Fax: 01969 652399

Email: sdf@yorkshiredales.org.uk

Privacy Statement:

The Yorkshire Dales National Park Authority is committed to ensuring the responsible collection and use of personal data in the course of its business, under the requirements of the EU General Data Protection Regulation 2016 (GDPR) and the Data Protection Act 2018 (DPA). We will ensure that personal data is processed fairly and lawfully in strict accordance with our responsibilities, and that the rights of data subjects are properly respected.

Personal information collected in association with a Sustainable Development Fund application will only be used to assist in the processing of the application and monitoring of the project. It will not be used for any other purposes, or shared with anyone not employed by the Authority, without your express consent.

As a public authority, we have a designated Data Protection Officer (DPO) as required by Article 37 of the GDPR. Our DPO is also nominated as our Senior Information Risk Owner (SIRO).

If you would like further information on how we process personal information or your rights as a data subject, please contact the Data Protection Officer on accesstoinfo@yorkshiredales.org.uk or ask to see our full Privacy Notice which sets out our responsibilities, as data controller, when processing your information.

State Aid:

State Aid rules will apply to some projects. Further guidance can be found here - <https://www.gov.uk/government/publications/state-aid-the-basics>

Farmer Network Business Support Programme Cost Detail

Operational activity	Resources needed							Project cost categories						
		yr 1		yr 2		yr 3		Assumptions and options for funding	FN Staff	Volunteers	Activities	Office o/h	Publicity	Training Grants
		2019	2020	2020	2021	2021	2022							
		July-Dec	Jan-Jun	July-Dec	Jan-Jun	July-Dec	Jan-Jun							
Marketing and Promotion														
Prep marketing materials	Project manager (PM) 4 days time	600						£150/day	600					
Printing	1000 leaflets 2 sides A5	200				200		Printing in year 1 and end of yr					400	
FN newsletter	£150 / quarter	300	300	300	300	300	300						1800	
Social media	Operations Manager (OM) input	450	450	450	450	450	450	£150/day	2,700					
Presence at shows/YF events	PM or OM 0.5 days per show/event. Mileage rate 40ppm and travelling time fee rate £18/hr		456	456		456		Assume 6 shows/events in Cumbria and Yorkshire Dales in each year. Average 80 miles return (2.5 hrs travelling time)	1,368					
Local and farming press	PM/ OM 2.5 days PR in first 2 years then 2 days	375		375		300		May also get further articles by a journalist for a farming	1,050					
Handling expressions of interest and assessment of eligibility	PM	413	413	413	413	413		Assumes 25 EOIs/yr	2,063					
Total Marketing and Promotion		2,338	1,619	1,994	1,163	2,119	750	9,981	7,781				2,200	
Explore Enterprise Courses														
Preparation, organisation and attendance	PM 5.5 days per course	825		825		825		Say 15 on each EEC (1 in Oct/Nov in each year).	2,475					
Catering and accommodation	£30 /head for catering and room hire (3 day course)	510		510		510		17 attendees assumed/EEC (incl partners if appropriate)			1,530			
Workbooks and materials	£30 copying costs for PT materials/ course	30		30		30		Assume continue using adapted PT materials			90			
Course delivery	Trainer 3 days delivery and prep.	900		900		900		Experienced trainer, developed suitable materials			2,700			
Post EEC interview with YP	PM 2 hours each person, plus travel time and mileage	1,102		1,102		1,102		Assume 15 young people in each yr. Assume nearly 50% require travel of 80 miles and 2.5 hours	3,305					
Total EEC		3,367	0	3,367	0	3,367	0		5,780	-	4,320			
First stage business planning														
Initial test of business idea	Up to ½ day with BA, plus travel (est. £50) for each YP		2,450		2,450		2,450	Assume 14 YP apply for Business Advice per EEC. Assume fee rate for business advisers £250 incl VAT.			7350			

Personalised business development. Output is an outline business plan with issues highlighted	Up to 1.5 days with the BA. Up to 0.5 day signposting or other support		4,500		4,500		4,500	Assume 10 YP progress enter this stage	2,250		11250			
Consideration of outline business case by BLG	BLG meeting costs detailed below.		715		715		715		1,575	360	210			
Second stage business planning														
Business advice leading to a final business plan and loan application if needed	Average 2.5 days per YP .		5,000		5,000		5,000	Assume 8 YP from each EEC reach this stage.			15,000			
Review of business plan and loan applications by the BLG	BLG meeting costs detailed below.		715		715		715		1,575	360	210			
Total Business Planning			0	13,380	0	13,380	0	13,380	5,400	720	34,020			
Provision of volunteer business mentoring														
Set up mentoring relationship	Project manager (PM) half day each YP plus travel when needed		454		454		454	Assume 4 young people per EEC need mentors and continued voluntary input of Network members. Assume 50% require travel of 80 miles	1,362					
Follow -up with mentors	PM 0.25day per year/YP		150		150		150	Telephone/email	450					
Total Mentoring			0	604	0	604	0	604	1,812					
Funding, project management and reporting	PM/ OM							Assume 14 days per annum on funding, management and funder relationships	6,300					
		1,050	1,050	1,050	1,050	1,050	1,050							
Total delivery costs without o/h		£6,754.00	#####	£6,410.00	£16,196.50	£6,535.00	£15,784.00	£68,332.00	#####	£720.00	£38,340.00	£6,628.20	£2,200.00	£45,000.00
Office overheads		655	1,615	622	1,571	634	1,531	6,628	£0.00	£240.00	£12,780.00	£0.00	£0.00	£15,000.00
TOTAL COSTS			25,677		24,799		24,484	74,960						
Grants	Average £1,000/per person/per cohort		15,000		15,000		15,000	45,000						
TOTAL incl. grants			40,677		39,799		39,484	119,960						
BLG meeting costs DETAIL														
Preparation	PM 2 day each		600		600		600	Assume 2 meetings in each year in 6 months following EEC	1,800					
Meetings	PM 1.5 day each, incl follow-up		450		450		450	Assume continued voluntary input from BLG members	1,350					
Catering, room etc per meeting			140		140		140	Assume 7 people at £10 per person (BLG members, plus			420			
Volunteer BLG members travel			240		240		240	Assume £120 per meeting. Volunteers		720				
Total BLG			0	1,430	0	1,430	0	1,430	4,290					