

## Capital Grants Scheme Application Form

Please complete and return this application form and supporting documents in good time to **Catchment@southeastwater.co.uk**

or by post to

### Catchment Management Environmental

South East Water  
 The Fishing Lodge  
 Arlington Reservoir  
 Berwick  
 Polegate  
 East Sussex BN26 6TF

The application period is open all year round and there are no set deadlines, but applicants are expected to fully complete all works and forwarded all documentation, other relevant documents and photos within a year from acceptance of their application by South East Water. Applications are still limited to one per twelve month period, starting from the listed date of acceptance.

The maximum grants you can claim for are as below. You can claim for both capital items and land management options in the same application, with your maximum claim being £25,000. Any contribution from South East Water represents approximately 50 per cent of the total cost of your project. Applications are still limited to one per twelve month period, starting from the listed date on the Agreement Form.

Capital items: **£15,000**

Land management options: **£10,000**

At the discretion of South East Water, funding above the maximum could be available for specific circumstances.

### Section 1: Holding/Business details

Please enter your details below:

Applicant's name:		
Business name:		
Business address:		
		Postcode:
Contact number:		Alternative contact number:
Email address:		
CPH number: (County Parish Holding)		

**Section 2.1: Capital Grant Scheme options**

Option Code	Grant option item proposed	Cost (£)	Quantity	Total value (ex VAT) (£) <sup>1</sup>
<b>A. Water resources and management</b>				
1.	Yard – underground drainage pipework	£5/m		
2.	Concrete yard (to separate clean and dirty water)	£35/m <sup>2</sup>		
3.	Rainwater goods	£12/m		
4.	First flush diverters / downpipe filters	£175/unit		
5.	Rainwater harvesting – above or below ground tanks	Up to 50% of costs, as agreed with Catchment Advisor		
6.	Roofing of yard areas (sprayer washdown / manure storage / livestock gathering / slurry stores / silage stores)	Up to 50% of costs, as agreed with Catchment Advisor		
<b>B. Options for pesticide handling and management</b>				
7.	Lined biobed (option only available with existing or new pesticide handling area)	£75/m <sup>2</sup>		
8.	Biofilters	£2,100/unit		
9.	Pesticide filling / waste area (e.g. concrete pad)	£40/m <sup>2</sup>		
10.	Funded training	As agreed with Catchment Advisor		
<b>C. Options for management of tracks and to minimise poaching</b>				
11.	Hard bases for livestock troughs to prevent poaching	£180/unit		
12.	Livestock and machinery hardcore tracks	£45/m		
13.	Cross drains in or on farm tracks	£750/unit		
14.	Resurfacing of gateways to prevent poaching	£140/unit		
<b>D. Options for in-field water management</b>				
15.	Sediment ponds and traps	£12/m <sup>2</sup>		
16.	Swales	£10/m <sup>2</sup>		
17.	Silt filtration dams / seepage barriers	£200/unit		
18.	Equipment to disrupt tramlines to prevent run-off	£1,500/unit		
19.	Coir log to collect silt along edge of water bodies	£10/m <sup>2</sup>		
20.	Sediment capture mat in waterways	£35/unit		
21.	Sediment fence (incl. wooden posts and staples)	£5/m		
<b>E. Options for boundaries, fencing and gateways</b>				
22.	Hedgerow planting to intercept water	£23/m		
23.	Fencing of watercourses, new hedgerows, buffer strips, field corners, wet field areas and tracks: Sheep fencing	£8/m		
24.	Fencing: Post and wire	£6/m		
25.	Electric Fencing for seasonal exclusion of watercourses	Up to 50% of costs, as agreed with Catchment Advisor		

**Section 2.1: Capital Grant Scheme options**

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<b>F. Options to assist in nutrient management</b>				
26.	Soil sampling, including organic matter and analysis	As agreed with Catchment Advisor		
27.	Manure / slurry sampling and analysis	As agreed with Catchment Advisor		
28.	Spreader calibration	As agreed with Catchment Advisor		
29.	Handheld device for measuring nitrogen levels in winter cereals	£225/unit		
<b>G. Options for Precision Farming</b>				
30.	Field nutrient variability mapping	As agreed with Catchment Advisor		
31.	RTK GPS unit	Up to 50% of costs, as agreed with Catchment Advisor		
32.	Support for precision sprayers, spreaders, variable drills and other precision equipment	As agreed with Catchment Advisor		
<b>H. Options for land management approaches (Please also refer to Section 2.2)</b>				
33.	Maize management: grass drilled with maize	£185/ha		
34.	Maize management: grass drilled at 4-6 leaf maize development stage	£175/ha		
35.	Maize management: post-maize grass cover	£120/ha		
36.	Cover crop: sow by 15 September; destroy from: 1 February (no grazing in-between)	£130/ha		
37.	Cover crop crimper roller 3m / 6m width	£2,500/£5,000		
38.	Herbal / legume rich grass leys	£385/ha		
39.	Crop substitution / companion cropping	Up to 50% of costs, as agreed with Catchment Advisor		
40.	Arable reversion to grassland with low fertiliser input	£330/ha		
<b>I. Special and non-standard items and projects; support for innovation and trials</b>				
41.	Special project or non-standard items, or supporting innovation by farmer, including trials	As agreed with Catchment Advisor		
			<b>Total cost (ex VAT)<sup>2</sup></b>	
<b>If known, what is the projected full cost of your project (without grants), excluding VAT?</b>				

<sup>1</sup> This is the value (ex VAT) of your claim per option based on unit cost, 50% cost or at an agreed cost

<sup>2</sup> This is the total cost (ex VAT) for the item(s) you will claim from South East Water

**Land Management Options: ‘H. Options for land management approaches’**

Please provide details for Land Management options for each field or land parcel in the table below. Include any items that would be listed under section 1.41. *Special and non-standard items and projects.*

Please provide details for each option in each field or land parcel in the table below. Include any options agreed with your adviser that are not listed in Section H.

Please claim for completed land management options, e.g. cover crops, within 6 weeks of their destruction/removal, unless the option(s) are designed to stay in situ.

Section 2.2: Land Management options				
Parcel number	Area (ha)	Option(s) used	Rate per ha (£)	Cost (£)
<b>Total area (ha)</b>			<b>Total cost (ex VAT)</b>	

## VAT on South East Water’s Capital Grants Scheme

### How do we treat VAT on capital grants to farmers and land managers?

The payments of grants to farmers and land managers under South East Water’s Capital Grant Scheme are not subject to VAT, as they are outside the scope of VAT. The payments under the scheme are **not** payments for the supply of goods or services to South East Water.

Therefore, it is important that invoices for the grants sent to South East Water appropriately bill for the **qualifying value\*** of the grants without charging further for VAT. There is an exception to this where the business is not VAT registered (see below).

#### 1. For businesses that are VAT-registered

It is applicant’s responsibility to reclaim any VAT on costs incurred for capital items or services from HMRC directly. South East Water will not pay VAT on qualifying costs or claim any VAT back on its payments. The value of the invoice for the grant should not include any recovery of VAT charged for the goods or services being claimed for.

#### 2. For businesses that are not VAT-registered

Where the applicant cannot reclaim the VAT on their costs, the VAT forms part of the cost of the work being undertaken. In these circumstances the VAT inclusive cost should form the basis for any claim made under the scheme.

Please note that all values quoted in the Capital Grants Scheme tables and text are net of VAT.

\*This is the total amount excluding VAT that you are claiming from South East Water

### Section 3: Location of option(s)

As a requirement of your application, you need to include a sketch or map of the farm layout and mark the location of the option(s) applied for; also include relevant photos. All sketches, maps and photos need to be added as email attachments or printed and posted.

I give consent for the personal data provided on this form to be used for the purpose of this application.


Signature:	
Print name:	
Date:	

For more information about how we protect and use your personal data please see [southeastwater.co.uk/privacy](https://southeastwater.co.uk/privacy). Once this application has been received it will be assessed. If successful, a formal Agreement Offer will be sent with the terms and conditions and the criteria for making a claim.

Contact us for more information about free training and advice: [Catchment@southeastwater.co.uk](mailto:Catchment@southeastwater.co.uk)


#### Catchment Management Environmental

South East Water  
 The Fishing Lodge, Arlington Reservoir  
 Berwick, Polegate  
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 Catchment enquiries: **0333 000 1122**  
 24 hour emergencies: **0333 00 00 365**

 [twitter.com/sewateruk](https://twitter.com/sewateruk)

 [facebook.com/sewateruk](https://facebook.com/sewateruk)

 [southeastwater.co.uk](https://southeastwater.co.uk)

## South East Water Terms and Conditions of Capital Grant funding

### Purpose and Use of the Grant and Agreement Holder Responsibilities:

1. You must confirm that: you have management control of the Farm/Business. If you do not have sufficient management control of the Farm/Business, your landlord will need to countersign the declaration to confirm that they agree to fulfil the terms of the Agreement with you on a joint and several basis.
2. When undertaking any service or item(s) provided by the South East Water Capital Grant Scheme (henceforth referred to as 'Project(s)'), or when maintaining a completed Project, you shall:
  - a. Ensure that all the relevant permissions, consents and/or permits are obtained from the relevant authorities as required.
  - b. Ensure that the Project complies with any relevant legal, or industry or farm assurance standards.
  - c. Comply with any additional reasonable instructions or specifications of works from South East Water or its appointed consultants regarding the execution of the Project.
  - d. Comply fully with any applicable law.
  - e. Ensure that the Project is carried out in a professional manner so as to minimise any danger or damage to the land or environment.
  - f. Adhere to any relevant best practice guidelines.
  - g. Allow South East Water or its consultant(s) access to the Farm/Business for observation upon reasonable notice to view the progress or results of any Project.
3. For the Grant to be payable, you must be able to confirm that the completed Projects will remain in situ and the Farm/Business machinery/equipment/land management option(s) will be used primarily on the Farm/Business and all be maintained and used for their intended purpose for the outlined duration(s):
  - (i) **Equipment and physical (e.g. roofing, machinery) options:** a period of at least five years from the date of completion;
  - (ii) **Land management options:** for the period determined with South East Water, but typically up to 1 year;
  - (iii) **Soil/manure sampling/testing; field mapping; training; one-off services: for the period of that activity/activities; and**
  - (iv) **Option I:** Duration to be agreed with South East Water.
4. You are to notify South East Water as soon as reasonably practicable should you cease (or intend to cease) an agreed Project or change the scope of an agreed Project in any material way (including plans to stop use of the Farm/Business machinery/equipment).
5. You (or your representative) must inform South East Water as soon as possible but in any event no later

than 30 days of there being a change of occupation of the Farm/Business which shall include sales, termination of tenancies and death or incapacity of current owners. You shall notify prospective future owners/tenants of the Farm/Business of Project(s) planned, ongoing and undertaken, to include any ongoing maintenance obligations that may have been agreed between you and South East Water.

### Payment of Grant:

6. Schemes must be completed and claimed for within a year of your Project being approved to be eligible for the Grant. A claim form is available on request from a Catchment Advisor or can be downloaded from South East Water's website [southeastwater.co.uk/grants](http://southeastwater.co.uk/grants)  
Please claim for exact quantities and measurements. Should you wish to claim for individual Projects prior to the completion of all the Projects, please contact your Catchment Advisor for approval.
7. South East Water's intention is that the Grant will be paid to the Applicant in full. However, without prejudice to South East Water's other rights and remedies, South East Water may at its discretion withhold or suspend payment of the Grant and/or require repayment of all or part of the Grant if:
  - a. It transpires that any statement by you in the application form is incorrect or misleading.
  - b. The Applicant has deviated from the scope of the Scheme/Project which South East Water has agreed to fund, unless prior agreement has been sought from a Catchment Advisor and agreed in writing.
  - c. The Applicant uses the Grant for purposes other than those for which it has been awarded.
  - d. If the Farm/Business machinery/equipment is sold, is used primarily on a holding other than the Farm/Business indicated on the application form, or is no longer being used for its intended purpose.
  - e. South East Water considers that the Applicant has not made satisfactory progress with the delivery of the approved scheme.
  - f. The Applicant is, in the reasonable opinion of South East Water, delivering the approved scheme in a negligent manner.
  - g. The Applicant knowingly provides South East Water with any materially misleading or inaccurate information.
  - h. If the applicant has failed to maintain the Project for the length of time agreed in relation to the particular project.
8. South East Water reserves the right to inspect the completed Projects prior to any payment of the Grant being made and for a period of five years after the Project has completed.

9. Grants schemes are generally outside the scope of VAT; however, it is the responsibility of the Applicant to determine the correct VAT treatment for the Grant.

### Use of information, privacy and water quality monitoring

10. South East Water may wish to include details of your project (including personal data such as your name and address) in materials publicising the grant programme operated by South East Water. South East Water may also wish to include such details in case studies advertising South East Water's outreach programmes to customers and stakeholders, and for market research purposes relating to South East Water's legitimate interests, such as the extent of the take up of grant funding by farmers operating within the South East Water supply area. By applying for a grant you consent to the use of your data, including your personal data, for such purposes.  
Information submitted as part of the application process will be used in accordance with our Privacy Policy available on our website at: [southeastwater.co.uk/about/legal-and-policies/privacy-policy](http://southeastwater.co.uk/about/legal-and-policies/privacy-policy)
  11. South East Water may carry out water quality monitoring in the nearby area relating to the Project for up to a period of five years after completion of the Project. Where access is required for these purposes you shall provide such consent upon reasonable notice, being a period of at least 24 hours.
- South East Water's Limit of Liability:**
12. Save to the extent that it would be unlawful for South East Water to exclude or limit its liability, South East Water accepts no liability for any consequences, whether direct or indirect, that may result from the project or projects funded by the Grant or from withdrawal of the Grant. The Applicant shall indemnify and hold harmless South East Water, South East Water's partners, their employees, agents, officers or sub-contractors with respect to all claims, demands, actions, costs, expenses, losses, damages and all other liabilities arising from or incurred by reason of the actions and/or omissions of the Applicant in relation to the approved scheme, the non-fulfilment of obligations of the Applicant under this Agreement or its obligations to third parties.
  13. South East Water's liability in relation to this agreement is limited to the amount of the Grant stated in the Agreement Offer.
  14. Any amendment to this agreement shall be in writing and signed by both parties.