|  |  |
| --- | --- |
| SFW dark blue | **Scotland’s Finest WoodsAwards** |

**Community Woodlands Award 2022**

**£2,000 of prize money available**

 **Winner’s Prize for each category: £1,000**

**What is it for?**

All over Scotland people are working to support their local communities through woodland projects. Our judges want to recognise and reward their achievement.

**What sort of project is eligible?**

Entry is open to community-based woodland projects from any part of Scotland. There are two prize categories and entrants can enter the one applicable to their community woodland group:

* **Small community woodland group** - entry is open to projects such as community woodlands, urban woodlands or other projects that focus on involving communities with their woodland environment and thereby enhancing the lives of local people. Your community woodland group is likely to be entirely made up of volunteers and with an annual turnover of no more than £20,000. You will be asked to demonstrate the contribution that your project makes to the lives of local people and explain the steps you are taking to ensure sustainability of the project for the long term.
* **Large community woodland group** – you will be a large community woodland group and may have a member of staff or someone working with you on a dedicated time basis. Your turnover is likely to be over £20,000/annum. You will be asked to demonstrate how your project contributes to sustainable development across the three strands of social, economic and environmental development. The judges will be looking for a holistic approach that delivers outcomes and benefits across all three strands.

All entrants should be able to demonstrate significant and sustained community input.

**Prizes**

There is £2,000 in cash prizes available. This shall be awarded by way of **£1,000** for the winning project in each category at the discretion of the judges.  In addition, the prestigious **Tim Stead Trophy** will be awarded to the best winning project overall at the discretion of the judges with custody for one year. Other high quality entries may receive a judges’ commendation. The winners and any commended entries will receive a **certificate** and a **wooden display plaque** recording their achievement.

**Award ceremony**

**The 2022 prize-giving awards ceremony date and format will be advised after the end March** closing date. **The Awards’ Ceremony might coincide with Friday of the Royal Highland Show i.e. 24th June 2022, in case it may be possible to get together in person.** An additional presentation may be made on the project site so that all those involved can join the celebrations if Covid-19 safeguards permit.

**Judging**

**The safety of Judges and entrants is paramount.**  **The judges expect to directly notify shortlisted entries in April** **2022 and will aim to safely-visit selected sites during April/May 2022**. If you do not hear from the judges by early May unfortunately your entry has not been short-listed. However, you are encouraged to re-apply in future years!

Our judges' task will be to find and reward the pursuit of excellence and the judges will assess entries against the following criteria:

* Quality of entry form and supporting information
* Clarity of project management objectives
* Quality of project design and implementation
* The degree of progress and necessary adaptation since inception, including looking at future sustainability of the group and its work
* Likelihood of achieving the project’s original objectives.

Aspects that the judges will be looking for include:

* An innovative approach
* Active engagement by the local community
* Woodland management appropriate to the site
* Safeguarding and enhancing natural heritage and historic environment features
* Provision of recreation and other community facilities
* Direct or indirect economic benefits to the community.

**Keeping safe**

It is requested that **only one person on behalf of the entrant is available** **to meet the judge(s) on-site**. Each person attending will **need to keep a safe distance** and wear an appropriate face mask (unless exempt)/use hand sanitiser/wear suitable protective gloves.  Judges will provide their own PPE.  The entrant is to **have a pre-arranged route for the judging** where any travel is on foot or on a surface reasonable enough to allow the judge(s) to use their own vehicles (road cars unless advised otherwise) or that does not require any vehicles/transport and that has **suitable, specified viewpoints**.

Judges are to be specific with entrants in advance of the visit about what they want to see and/or have made available before or at the site visit.

Entrants must provide the most relevant supporting information especially images in the form of photographs, site-based or aerial based video. All visual supporting material must be in short, small file sizes ideally provided as website or YouTube links.

**How to enter**

Simply complete a short entry form to provide the location, contact detail, summary project information and a statement in no more than **500 words** why you think your entry would make a worthy winner of this prestigious award and be an exemplar to others. Copies of this entry form can be downloaded from the Scotland’s Finest Woods Awards’ website [www.sfwa.co.uk](http://www.sfwa.co.uk) and should be submitted electronically unless otherwise agreed in advance.

Please provide **supporting information especially visuals** e.g. up to 15no. photographs, promotional material and/or up to 3no. short videos of up to 60 seconds maximum length and in a small file size (maximum 5MB), a summary project or business plan, latest annual accounts, map or publicity leaflets to help our judges make their decision. If agreed in advance, to ensure ease of data transfer, larger or longer specialist audio-visual material may be accepted. Emailed versions of all material are to be provided though must not in total exceed 10MB – you may send 2-3 emails if necessary. If material needs to be sent by post this is to be agreed in advance and three copies are needed.

**Closing date for entries**

**Please submit your application as early as possible and by midnight on Thursday, 31st March 2022 at the very latest. Late entries will not be considered.**

**Publicity**

An objective of Scotland’s Finest Woods and its partners is to showcase exemplars of good practice so as to encourage others. By entering the competition, entrants are accepting that their woodland may be used as an example of good practice in post-competition publicity and, as may be agreed with the entrant, in other ways.

In order to maximise the potential for obtaining publicity entrants are requested to provide publication quality photography as well as up to three videos of maximum 60 seconds length if available.

**For more information please see** [**www.sfwa.co.uk**](http://www.sfwa.co.uk) **or contact:**

Angela Douglas, Scotland's Finest Woods Awards, c/o A Douglas Consultancy, Bramblewood, Munlochy, Ross-shire, IV8 8PF. Tel: 07969 327015. Email: admin@sfwa.co.uk

**You can now follow us on** [**Twitter**](https://twitter.com/ScFinestWoods) **!**

**Scotland's Finest Woods** is a company limited by guarantee registered in Scotland (SC294388) and a Scottish Charity (SC039099)

|  |  |
| --- | --- |
| SFW dark blue | **Scotland’s Finest WoodsAwards*****Community Woodlands Award 2022*** |

**Name of woodland: ……………………………………………………………………………............**

**Location: .....................................................................................................................................**

**Name of the Community Woodland Group: ……………………………………………………….**

**Ownership details: ……………………………………………………….…..………………………...**

**How did you hear about the Award: ………………………………………………………………...**

*It is important that a contact point is provided who will be responsible for liaising with us on important aspects such as arranging any judging visit.* ***The woodland name, community woodland group and ownership stated on this application form may be used on any certificates, or other records, in event of winning.******Therefore please ensure these are correct****. Do include details of an additional contact if you are likely to be unavailable for significant periods.*

**Name of Contact: …………………………………………………………….…………………………**

**Role with the Community Woodland Group and/or the Community Woodland: ………………………………………………………………………………………………………….....Contact Address: ……………………………………………………………………………………...**

**......................................................................................................................................................**

**......................................................................................................................................................**

**Phone Numbers: ..……………………………………………………………………………………...**

**Email Address: .………………………………………………………………………………………...**

**Please indicate the competition category that you consider is applicable to your community woodland:**

*Please note that you can only enter one category as applicable to your woodland.*

* + **Small community woodland group** - entry is open to projects such as community woodlands, urban woodlands or other projects that focus on involving communities with their woodland environment and thereby enhancing the lives of local people. Your community woodland group is likely to be entirely made up of volunteers and with an annual turnover of no more than £20,000. You will be asked to demonstrate the contribution that your project makes to the lives of local people and explain the steps you are taking to ensure sustainability of the project for the long term.
	+ **Large community woodland group** – you will be a large community woodland group and may have a member of staff or someone working with you on a dedicated time basis. Your turnover is likely to be over £20,000/annum. You will be asked to demonstrate how your project contributes to sustainable development across the three strands of social, economic and environmental development. The judges will belooking for a holistic approach that delivers outcomes and benefits across all three strands.

|  |
| --- |
| 1. **You must include a location map showing the meeting point and directions to the meeting point for the judging visit.**

**Map supplied (tick)***Note: You may provide us with a revised meeting point at a later date but it saves time for us to have this information when you make your entry.***Please list below any supporting material** you are submitting that will help our judges make their decision. For example, documents such as a Summary Project or Business Plan and your most recent set of annual accounts will be particularly useful to the judges. This year quality visual supporting material will be especially helpful (refer to the guidance on page 2 earlier) therefore do email photographs though no more than 15no. please and, if available up to 3no. videos of up to 60 seconds maximum length each ideally by YouTube or weblinks. Any supporting information should be sent electronically unless agreed otherwise in advance. Other useful supporting material may include maps, newletters or publicity leaflets.  |

|  |
| --- |
| **2. Please provide a brief summary of your project describing the woodland area (state the woodland’s area in hectares), project background, aims, timescale (to date and in future), woodland as well as project management and any staffing/resources/volunteers.** |
| **3. Please describe briefly how your approach to woodland management is supporting the achievement of your project’s contribution to enhancing the lives of local people and/or sustainable development objectives (delete as appropriate).** |

|  |
| --- |
| **4. In no more than 500 words, please describe how your project meets the competition objectives of small/large community woodland group (delete as appropriate). We are interested in both the activities you are delivering and the long-term outcomes/impact on your community. Explain why you think your entry would be a worthy winner of this prestigious award and an exemplar to others.** |

**Your entry form and any supporting information should be submitted as early as possible and by Thursday, 31st March 2022 at the very latest. Late entries will not be considered.**

Please submit this entry form electronically to admin@sfwa.co.uk unless otherwise agreed in advance.

Three hard copies of any supporting material can be sent by prior agreement to:

Angela Douglas, Scotland's Finest Woods Awards, c/o A Douglas Consultancy,

Bramblewood, Munlochy, Ross-shire, IV8 8PF.

**Scotland's Finest Woods** is a company limited by guarantee registered in Scotland (SC294388) and a Scottish Charity (SC039099)