



Scotland's Finest Woods Awards

Community Woodlands Award 2024

Total prize money available is £2,000 - £1,000 for winner of each category

What is the competition 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 Community Woodland project is eligible?

Entry is open to community-based woodland projects from any part of Scotland. All entrants should be able to demonstrate significant and sustained community input. There are two prize categories and entrants can enter the one applicable to their community woodland group. A summary is given below and more details can be found in the Guidance for Entrants at the end of this form:

- **Small community woodland group** - entry is open to small community woodland projects. Your community woodland group is likely to be entirely made up of volunteers and with an annual turnover of no more than £20,000.
- **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.

Guidance for Entrants

Guidance for entrants is given at the end of this form. Please read these notes before completing your form.

Closing date for entries

Please submit your application as early as possible and **by midnight on Sunday, 31st March 2024 at the very latest**. Late entries will **not** be considered.

For more information please see www.sfw.co.uk or contact:

Jean Nairn, Scotland's Finest Woods Awards, 1 Ravelston House Loan, Edinburgh EH4 3LY
Tel: 07954 847055 Email: admin@sfw.co.uk Socials: [Twitter](#); [LinkedIn](#)



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Community Woodlands Award 2024

Name of woodland:	
Location:	
Name of the Community Woodland Group:	
Ownership details:	
How did you hear about the Award:	
<p>It is important that a contact person is provided who will be responsible for liaising with us on important aspects such as arranging any judging visit. Please include details of an additional contact if you are likely to be unavailable for significant periods in April and May 2024.</p> <p>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.</p>	
Name of Contact:	
Role with the Community Woodland Group and/or the Community Woodland:	
Contact Address:	
Phone Number:	
Email Address:	
Website (if applicable):	
Meeting point for judging visit (or What 3 Words ref., https://what3words.com):	

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

Please tick box below and note that you can only enter one category as applicable to your woodland.

<input type="checkbox"/>	<p>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.</p>
<input type="checkbox"/>	<p>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.</p>

1. Location Map and Supporting Information (please tick box as appropriate):

- a. You **must** include a **location map** showing the meeting point (including What 3 Words, W3W reference) and directions to the meeting point for any judging visit.

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 submit your entry.

- b. **Supporting information and images** – please acknowledge that you have read the Guidance Notes below.

- c. **Supporting information and images** – please list attachments of relevant supporting information (documents / maps, photographs, videos).
Please state if photos cannot be used for publicity purposes – see guidance below.

- 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 a 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 **by email** to: admin@sfa.co.uk as early as possible, unless otherwise agreed in advance, and **by midnight on Sunday 31st March 2024 at the very latest**. Late entries will **not** be considered. If material needs to be sent **by post**, this needs to be **arranged in advance and three copies** are required.

For more information please see www.sfa.co.uk or contact:

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Guidance for Entrants

Why enter – the prize

Under the Community Woodland Award, there is a total of £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 winner and any commended entries will receive a **certificate** and a **wooden display plaque** recording their achievement.

How to enter

- Download the current entry form from the Scotland's Finest Woods Awards' website: www.sfa.co.uk.
- After reading the **How to Enter** section (on page 1 and repeated below), complete this entry form if your project complies with the entry criteria and refer to the **Supporting Information and Images** section below.
- **Completed entry form and any supporting information** including images to be **up to 10MB per entry** and sent by email (sent in 2-3 emails if necessary). Any videos can be submitted as a hyper or downloadable link.
- The completed entry form and any supporting information should be **submitted electronically unless otherwise agreed in advance**. If material needs to be sent by post, **three copies are required**.
- If eligible, you may enter more than one category (one the entry form for each category).
- Please submit your application as early as possible and **by midnight on Sunday, 31st March 2024 at the very latest**. Late entries will **not** be considered.
- Our judging panel will consider entries and make awards at their discretion. If your project is shortlisted, expect the judges to arrange a site visit with your nominated contact person – see below.

What sort of Community Woodland project is eligible?

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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.

Supporting information and images

You may include relevant **supporting information especially images** with your entry to help our judges in their decision making. Examples can include:

- Materials can be previously published documents such as a summary management plan; maps - species' distribution / vegetation pre-woodland establishment / soils; publicity leaflet(s).
- Photographs – **up to 15 photographs**. Each one to be no larger than 2MB in size, and preferably in a landscape format. Please include people and / or scenic views in your images.
- Videos – **up to 3 videos** and each one can be up to 60 seconds in length. Any videos should be a maximum file size of 5MB and can be submitted as a hyper- or downloadable link (e.g. WeTransfer).
- Please state if photos / videos cannot be used for publicity purposes.
- **Your complete entry (form and attachments) should be no greater than 10MB** with all attachments – you may send 2-3 emails if necessary. If material needs to be sent **by post this must be agreed in advance and three copies** are required.

Publicity

An objective of Scotland's Finest Woods and its partners is to showcase entrants as exemplars of good practice so as to encourage other projects in future years. 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 invited to provide publication quality photography as well as videos, if available. Guidance is given in the section above about submitting images and videos for those who wish to do so.

Judging

The safety of Judges and entrants is paramount. The judges expect to directly notify **shortlisted entries** in April 2024 and will aim to safely **visit selected sites during April/May 2024**. 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 management objectives
- Quality of project design and implementation
- The degree of progress and necessary adaptation since inception
- 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**. 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**.

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- 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 including 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. Please refer to Supporting Information and Images section above.

Award ceremony

The 2024 prize-giving awards ceremony will be confirmed after the March closing date. **The Awards' Ceremony may coincide with the Friday of the Royal Highland Show at Ingliston, i.e. 21st June 2024**, for those invited to attend in person and able to do so.