

CROWN ESTATE GUIDANCE NOTE



Crown Estate
Scotland
Oighreachd a' Chrùin Alba



1. Please complete all sections of the application form, indicating 'not applicable' where relevant to your project.
2. Please submit your organisation's governing document, most recent set of accounts plus any other relevant documentation you feel is necessary, alongside the completed application form.
3. Projects seeking funding should focus on community priorities and the themes of the [Climate Fife Action Plan](#).
4. Sections of the form will expand should you require more space for your answers.
5. For question 3.9, please add new rows should your project comprise more than 5 outcomes.
6. Maximum awards will normally be between £30,000 and £40,000. Awards above this ceiling may be considered in exceptional circumstances. Applicants must get in touch to discuss a request for funding above the £40,000 ceiling. The contact email address for enquiries is ashley.birrell@fife.gov.uk
7. Applicants can have no more than 3 awards in a 5-year period.
8. Completed application forms for the 2023 main round should be emailed to ashley.birrell@fife.gov.uk by **Monday 4th September**.