

Department of Agriculture, Food and the Marine

APPLICATION FOR APPROVAL

Forest Genetic Resources Reproductive Material

Element 2: Seed Orchards

For official use

Contract number	ST	FO number	
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Notes

1. Sections A, B, C, D, F, G and H should be completed for all applications
2. Sections B(i) and E should be completed for Outdoor Seed Orchards
3. Complete Section B(ii) should be completed for Indoor Seed Orchards

SECTION A: APPLICANT DETAILS

Please complete in **BLOCK CAPITALS**

1	Surname			
2	First Name(s)			Title:
3	Company Name (if applicable)			
4	Address (postal)			
5	Telephone number			
6	E-mail Address			
7	Date of Birth (DD/MM/YEAR) <i>required for verification purposes only</i>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	8	Gender
				Male <input type="checkbox"/> Female <input type="checkbox"/>
			9	Nationality
10	PPS Number			
11	Farm / Herd No.			
12	VAT No.			
13	C.R.O. No.			
14	Tax District			
15	Occupation	Farmer <input type="checkbox"/> Non farmer <input type="checkbox"/> Corporate Body <input type="checkbox"/> Public Authority <input type="checkbox"/>		
16	Ownership of Land	Full Owner <input type="checkbox"/> Joint Owner <input type="checkbox"/> Lessee <input type="checkbox"/>		
17	Total Holding	Less than 3 hectares <input type="checkbox"/> 3 hectares or more <input type="checkbox"/>		
18	Type of Business/Enterprise	Small/Medium Enterprise (< 250 Employees) <input type="checkbox"/> Large Company (>250 employees) <input type="checkbox"/> <i>Large companies must provide the information listed in Appendix A</i>		

SECTION B: SITE LOCATION AND DESCRIPTION

1a	Type of Seed orchard	Outdoor Seed Orchard <input type="checkbox"/> Indoor Seed Orchard <input type="checkbox"/> <i>If Indoor, please complete Section B(i)</i>			
1b	Clonal/seedling	Clonal Seed Orchard <input type="checkbox"/> Seedling Seed Orchard <input type="checkbox"/>			
2	County				
3	Townland(s)				
4	District Electoral Division		5	Folio No.	
6	Nearest Village		7	O.S. 6" Map No.	
Section B(i): Description of Outdoor Seed Orchard					
8	Area of Seed Orchard	Broadleaf :	hectares	Conifer :	hectares
9	Source Material Category	Source identified <input type="checkbox"/> Selected <input type="checkbox"/> Qualified <input type="checkbox"/> Tested <input type="checkbox"/>			
Section B(ii): Description of Indoor Seed Orchard					
10	Soil Type	Mineral <input type="checkbox"/>	Peat <input type="checkbox"/>	Other <input type="checkbox"/>	
11	Elevation	metres to metres			
12	Aspect	N <input type="checkbox"/>	S <input type="checkbox"/>	E <input type="checkbox"/>	W <input type="checkbox"/> Neutral <input type="checkbox"/>
13	Exposure	Exposed <input type="checkbox"/> Moderately Exposed <input type="checkbox"/> Not Exposed <input type="checkbox"/>			
Section B(ii): Description of Indoor Seed Orchard					
14	Structure	Costs associated with enhancing existing structure, €		Internal area of existing structure	sq m
		Cost of New build, €		Internal area of proposed structure	sq m
15	Is planning permission required	Yes	No	If Yes, state Planning Ref No.	
16	Is/will the structure be used for other purposes	Yes	No	If Yes, provide details	
17	Is the facility registered on the National List of Basic Material	Yes	No	If Yes, state Identity No.	
18	Name and business address of the architect/builder if it's a new indoor seed orchard building				

SECTION C: OWNERSHIP AND USE OF SITE

1	Ownership	Are you the owner of the lands Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If 'No' please tick the appropriate boxes</i> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> Part-owner <input type="checkbox"/> Joint Management Consent <input type="checkbox"/> </div> <div style="text-align: center;"> Leased <input type="checkbox"/> Partnership <input type="checkbox"/> </div> </div> <i>If 'partnership', please specify with whom:</i> *Written consent of owner to be provided							
2	Constraints of site <i>(please tick as appropriate)</i>	Turbary		Right of Way		Grazing		None	
3	Present use	Agriculture		Non agriculture					
4	Land status	Enclosed		Unenclosed					
5	Access	Do you have adequate access to manage the site? Yes <input type="checkbox"/> No <input type="checkbox"/> Permission to use <input type="checkbox"/>							

SECTION D: PLOT DETAILS

Plot No	Area (ha)	Species			Plant size (cm)	Spacing	Stocking (stems/ha)
		Common Name	Botanical Name	Provenance			
						m X m	/ha
Total							

SECTION E QUALIFICATION AND EVALUATION CRITERIA

Expected seed harvest per annum (KGs)	
Details of seed collection methodologies to be applied	
Description of the level of improvement in vigour and form that the genetic material includes, aspects of plot design that takes into account pollination requirements and outcrossing (where relevant), methodologies envisaged for encouraging seed production such as stem girdling, chemical treatment etc., seed collection, and any other information that describes the proposal. In the case of clonal seed orchards, the description should include an indication of the number of genotypes that will be used, their origin and the number of ramets used per genotype. In the case of breeding seedling orchards, the application should describe the number of individual parent trees that will contribute sets of progeny for the orchard and the number of trees per family in the orchard to be established;	
Extent of current and forecasted seed demand for the species and provenance included in the application above, (150 points)	
Anticipated contribution of the application to meeting demand, (100 points)	

Contd.

Knowledge, expertise and roles of the person involved in managing the seed stand for the contract duration, (100 points)

Arguments setting out the suitability of the site\indoor seed orchard facility . Outdoor seed orchards: taking into account soil, location, elevation, access, environmental considerations and robust seed orchard design. Indoor seed orchards: taking into account layout and size of the facility, robust seed orchard design, provisions for watering and pollen dispersal, and harvesting method, (75 points)

The level and type of grafting required, layout in respect of flowering, pollination and seed collection, (75 points)

SECTION F: ENVIRONMENTAL CONSIDERATIONS

		YES	NO	R*
Does the proposed afforestation project involve an area of 50 hectares or more? If yes, the application must be accompanied by an Environmental Impact Statement				
1.	<u>Water Quality</u>			
1.1	Is the area designated potentially acid sensitive by this Department? (<i>see below</i>)			
1.2	Is the area > 5ha and sensitive for fisheries?			
1.3	Is the area non-sensitive for fisheries and > 40ha?			
1.4	Is the area > 10ha and within a catchment area of a Local Authority designated water scheme?			
2.	<u>Designated Habitats</u>			
2.1	Is the area within a NHA, pNHA, SAC, SPA or National Park? Specify Site Code(s).			
2.2	If the area is within a NHA, is a completed Notifiable Action Form/Action Requiring Consent Form (consent from National Parks and Wildlife Service) included?			
2.3	If the area is within a Hen Harrier SPA, will operations occur between 1 st April and 15 th August inclusive?			
2.4	Is the area within a NPWS referral zone for NHA, pNHA, SAC or SPA?			
2.5	Is the area within 3km upstream of a NHA, pNHA, SAC, SPA or National Park? Specify code(s).			
2.6	Is the area within a Freshwater Pearl Mussel 6km zone? If YES, the Forestry and Fresh Water Pearl Mussel Requirements Forms A and B should be included with the application.			
2.7	Is the area within a Freshwater Pearl Mussel catchment?			
2.8	Does the area contain a current REPS plan habitat?			
3.	<u>Archaeology</u>			
3.1	Does the area contain an archaeological site or feature with intensive public usage?			
3.2	Does the area contain or adjoin a listed archaeological site or monument?			
4.	<u>Landscape</u>			
4.1	Is the area within a prime scenic area in the County Development Plan?			
4.2	Are there any other High Amenity Landscape considerations?			
5.	<u>Size for Notification to Local Authority</u>			
5.1	Is the area greater than 25ha?			
6.	<u>Other Environmental Considerations</u>			
6.1	Specify			
7.	Is this site prone to flooding			
8.	Is this site free of shell marl or highly calcareous soils ?			

*Separate report attached

Calcium Carbonate CaCO ₃ Test results for sites designated potentially acid sensitive ** (as per question 1.1 above)		Required	Submitted	Result Pending
	OS Map No.	Date		Result mg CaCO₃ per litre
February				
March				
April				
May				
Drainage survey Results		Required <input type="checkbox"/>	Submitted <input type="checkbox"/>	
Soil Analysis		Required <input type="checkbox"/>	Submitted <input type="checkbox"/>	
Did you notify the Forest Service District Inspector in advance of the exact location time and date of samples to be taken for CaCO ₃ ?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	

** Original documentation of test results should be attached displaying the exact location, time and date of samples taken.

SECTION G: PROPOSED OPERATIONS AND ESTIMATED COST

Site preparation <i>(including drainage)</i>	Operation	Yes / No	Area <i>(hectare / metre)</i>	Estimated Cost*	
	Ground vegetation removal		ha	€	
	Ripping		ha	€	
	Mounding		ha		
	Ploughing		ha	€	
	Cleaning/Spraying		ha		
	Planting		ha		
	Construction of new indoor facility		sq m	€	
	Refurbishment of existing indoor facility		sq m	€	
	Installation of indoor irrigation system		m	€	
Planting stock	Seed		Propagation	Cloning / Air-layering / Cuttings <i>Delete as appropriate</i>	
	Spacing: metres X		metres		
	Purchase of planting stock			€	
Fertiliser	Zero	<input type="checkbox"/>	250 Kg grp	<input type="checkbox"/>	
	Other <i>(specify)</i>	<input type="checkbox"/>	350 Kg grp	<input type="checkbox"/>	
Fencing	Yes <input type="checkbox"/> No <input type="checkbox"/>				
	If YES please tick	Stock – IS436	<input type="checkbox"/>		m
		Stock - Non IS	<input type="checkbox"/>		m
		Deer – IS 436	<input type="checkbox"/>		m
		Deer – Non IS	<input type="checkbox"/>		m
Vegetation Management <i>(give details)</i>				ha	
Other Operations <i>Please describe</i>				€	
				€	
				€	
TOTAL COST				€	
Estimated Completion Date for all works					

*Enclose original quotations, where applicable: Costs shown are exclusive of VAT

SECTION H: ECONOMIC ACTIVITY OF BENEFICIARY

1.0	AGRICULTURE	
1.1	Growing of non-perennial crops	
1.2	Growing of perennial crops	
1.3	Plant propagation	
1.4	Animal production	
1.5	Mixed farming	
1.6	Support activities to agriculture and post-harvest crop activities	
1.7	Hunting, trapping and related service activities	
2.0	FORESTRY	
2.1	Silvicultural and other forestry activities	
2.2	Logging	
2.3	Gathering of wild growing non-wood products	
2.4	Support services to forestry	
3.0	OTHER (please provide description)	

<p>Have you made an application for funding to any other State or EU body in respect of this project?</p>	<p>Yes [<input type="checkbox"/>] No [<input type="checkbox"/>]</p> <p><i>If 'YES', please give details</i></p>
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<p>Please also enclose the following:</p> <ul style="list-style-type: none"> Location Map (Discovery Series) Species Map (Discovery Series) Proof of ownership of land Tax clearance certificate(s) For indoor seed orchards- Building specifications and copy of original drawings of structure (if new build) 5 year Business Plan for Seed Orchard (see Appendix B)
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SECTION I: DECLARATION, CONSENT AND APPLICATION

1.	The details given on this form are correct to the best of my knowledge.
2.	I/We are over 18 years of age.
3..	I/We hereby apply for approval of this proposal. I understand that I must not undertake any forestry work, preliminary or otherwise, before I receive written approval from the Forest Service. Otherwise this will constitute an unapproved development and there will be no entitlement to aid.
4.	I/We understand that an applicant cannot claim aid in respect of any area that is included in his/her claim under any other area-linked EU scheme in the same calendar year, except where the applicant has fulfilled national rules for these schemes.
5.	I/We consent to the release of non-personal information supplied by me in respect of this application as required to comply with current environmental consultation procedures and Freedom of Information Acts.
6.	I/We undertake to furnish relevant documentation in relation to ownership of the lands in question and I understand that this documentation may be required before any aid will be paid.
7.	I/We request information on forestry training courses approved by the Department of Agriculture, Food and the Marine.
8.	I/We are responsible for the successful establishment of this Seed Orchard and I acknowledge that the Department will not be held liable for any issues that may arise regardless of any Department inspection that this site may receive.
9.	I/We consent to the release of my details to Teagasc who may communicate with me in relation to the development of forestry.
10.	I/We understand that in accordance with the <i>European Union Guidelines for State aid in the agriculture and forestry sector and in rural areas 2014 – 2020</i> , data of beneficiaries of funding under the Forestry Programme 2014 – 2020 will be published and may be processed by auditing and investigating bodies of the European Union. This information will be published on the Department’s website and will include the full text of the notified aid scheme and it’s implementing provisions, the granting authority, the names of the individual beneficiaries, the scheme type and amount of aid granted to each beneficiary, the region at Nomenclature of Territorial Units for Statistics level II in which the beneficiary is located and the principal economic sector in which the beneficiary has its activities, at NACE group level (Statistical classification of economic activities in the European Community). This will only apply to beneficiaries where the cumulative aid amount granted at financial approval is greater than €200,000. Such information will be published after the granting decision has been taken and will be kept for at least 10 years and shall be available for the general public without restrictions. These records must be maintained for 10 years from the date of award of the aid and must be provided to the Commission upon request. I/We also understand that all personal data will be processed in accordance with the Data Protection Acts 1988 and 2003
11.	I/We undertake to adequately maintain the Seed Orchard for seed production and collection for a period of 7 years and to provide any information as requested by the Department in connection with the seed orchard.
12.	I/We undertake to retain all invoices and receipts for 6 years after payment of the 2 nd instalment grant, during which time the Department may seek to examine and verify.
13	I/We undertake to complete all works and submit a Form 2 by the 31 st March of the year following the application.

INCENTIVE EFFECT (SME) DECLARATION

(to be completed by SMEs only)

14.	Type of Business/Enterprise*
	SME: Small/ Medium sized Enterprise <input type="checkbox"/> Large Company: Provide documents as listed on attached Appendix <input type="checkbox"/> <small>*See Annex I of Commission Regulation (EC) No 800/2008 for definitions</small>
15.	The work described herein, would not have been undertaken if it wasn't for the financial support provided under State Aid rules. Without this Aid there would be no change to current activities. <input type="checkbox"/>

Beneficiaries Signature		Date	
Position in Organisation			

Where the application is made on behalf of more than one person, all parties must sign. Where the application is made on behalf of a Corporate Body or other legal entity, the form must be signed by an "authorised person" (e.g. Company Secretary, Chief Executive, etc.)

Appendix A

Demonstration of the Incentive Effect and Proportionate Aid

Applicable to Large Companies only

Incentive Effect

Support under this scheme is 100% exchequer funded and can only be regarded as compatible with the internal market, if it has an incentive effect. An incentive effect is present when the aid changes the behaviour of an undertaking in a way it engages in additional activity contributing to the development of the sector which it would not have engaged in without the aid or would only have engaged in such activity in a restricted or different manner. The aid must not subsidise the costs of an activity that an undertaking would have incurred in any event and must not compensate for the normal business risk of an economic activity.

Large Companies must provide documentary evidence of the incentive effect in order to be eligible for support under this scheme. The EU defines a large company as one with a headcount of more than 250 people; turnover greater than €50m; or a balance sheet greater than €43m. If a company is part of a group, the employee, turnover, annual balance sheet and ownership limits apply to the group. It is up to the applicant to properly declare themselves as a large company. The Definition of micro, small and medium-sized enterprises is recorded in Annex I of Agriculture Block Exemption Regulation (ABER). Failure to make an accurate declaration may result in the immediate cessation of aid along with the recovery of all aid which has been given along with interest at the appropriate rate.

Large companies must submit an internal company document (separate to the Form 1) showing that the company has analysed the viability of the project – with and without aid¹ – and showing the “incentive effect”. The document must clearly state what would have happened without the support available under this scheme. That means that the documentation (internal report) produced by the company must establish that the aid will cause at least one of the following:

- A material increase in the size of the project, or
- A material increase in the scope of the project, or
- A material increase in the total amount spent on the project,

The Forest Service requires that the company document shows a credible analysis and demonstration of the incentive effect. The document should contain an analysis which answers the following questions:

- Would the project proceed without State Aid assistance?
- Would the level of project expenditure be less without State Aid support? If so, indicate by how much?

This information should indicate changes in the project size, scope and total spend.

This incentive effect document should be submitted with the Form 1. The application will only be deemed to have been accepted as valid once the company has been advised by the Forest Service that the incentive document meets the requirements set out above and is fully compliant with the European Union Guidelines for state aid in the agriculture and forestry sector and in rural areas 2014 – 2020.

Proportionate Aid

Aid granted under this scheme must be proportionate. Support is considered proportional only if the same result could not be achieved with less aid, in other words if the amount of aid is limited to the minimum

¹ Without aid is the known as the counterfactual

necessary. The aid amount should not exceed the minimum necessary to render the project sufficiently profitable, for example should not lead to increase its IRR beyond the normal rates of return applied by the undertaking concerned in other investment projects of a similar kind or, when available, to increase its IRR beyond the cost of capital of the undertaking as a whole or beyond the rates of return commonly observed in the sector concerned. For example the IRR should be comparable with returns experienced by entities which are not large companies. Where the IRR exceeds this reference figure then the application may be refused.

Large Companies must provide documentary evidence that the aid is proportionate. This can be achieved by submitting an IRR and NPV analysis of the investment with aid and without aid with the Form 1. Only applications which are deemed proportionate will be grant aided by the Forest Service.

Appendix B

All applications for financial support must be accompanied by a business plan, under the following headings:

1. Project Title

2. Introduction

- Background information and development history of the proposal; justification for establishing the proposed Seed Orchard, including current and forecasted supply in domestic production for the species concerned, as well as knowledge and understanding of the subject matter.

3. Description

- Provide a detailed description of the work to be carried out, including a description of the main tasks, plot layout, methodologies employed for maximising seed production and collection, and any other information that describes the proposal

4. Objectives and Targets

- Provide details of the objectives of the main tasks of the project, along with overall project targets.

5. Project Team

- Summarise the role and experience of each partner involved on the project and the relevance of each partner to the project

6. Project Management

- Provide a description of the responsibilities and co-ordination of the project, including
 - allocation of tasks
 - work programme
 - links with other projects

7. Financial

- Provide a schedule of total projected expenditure (itemised) and all sources of finance for the investment.

8. Timescale

- All applications should be accompanied by a Gantt Chart detailing the start and end date for each task of the project and important interim milestones. This timeline is important for budgetary purposes so the timescale/duration submitted should be as accurate as possible.