

Cofnod Grant for Biological Recording

Cofnod is the North Wales Local Environmental Records Centre. Our aim is to support biological recording in the region by collating, managing and sharing biological data, thereby helping to conserve species and their records for future generations.

We see the Cofnod Grant for Biological Recording as an exciting opportunity to support recording activities and the flow of data to Cofnod, helping improve knowledge of species across North Wales. Grants are aimed at both individuals or organisations wishing to or already supplying data to Cofnod, enabling them to collect, manage or supply their data more effectively.

The Grant Scheme

The Cofnod Grant Scheme will offer at least 10 grants of up to £500 each, to support biological recording in North Wales.

Grants are restricted to projects focused entirely within Cofnod's area (Anglesey, Gwynedd, Conwy, Denbighshire, Flintshire and Wrexham) and cannot be used in part to record or digitise data outside of North Wales. However, grant applications for travelling outside the Cofnod area, for example to attend courses or visit museum collections, are acceptable.

Projects eligible for the grant must demonstrate how they will lead to greater knowledge of the species in our region and contribute to the data held by Cofnod. Furthermore, your project outline should show how it will help fill gaps in our data, especially in underrepresented groups or geographic areas. To identify these gaps please speak to us, visit the 'Data we Hold' page on our website or use the species distribution maps in Aderyn <https://aderyn.lercwales.org.uk/>

Where your project involves the collection, collation or mobilisation of data, you will be expected to provide this to Cofnod within a time frame agreed when the grant is issued.

Examples of projects we will fund include:

- Digitising paper records - priority given to recent data, underrepresented taxa or those with poor geographic coverage.
- Acquiring data management tools, including upgrading software.
- Training linked to increasing knowledge and skills in biological recording.
- Publication of atlases and checklists.
- Purchase of field survey equipment including identification guides.
- Promotional activities to encourage greater recording or increase capacity.

Notes for Applicants

- Grant applications can be submitted at any time, but a project and its outcomes must be completed within the timescales agreed with Cofnod.
- Successful applications will be issued on a first come first served basis.
- The maximum single grant from this scheme will be £500, however we invite applications for smaller amounts. We also welcome applications where the funding can be used to match

against a bigger project, so long as it can be demonstrated to deliver against our aims. You must state in your application what the match funding is.

- Applicants can apply for several smaller grants within the application period. However, it is unlikely that multiple large grants will be awarded to a single applicant within the same period.
- Projects must take place in North Wales (exceptions would include visiting museum collections or attending training courses).
- The grant can pay the costs of the project (e.g. materials, equipment, time and expenses).
- Funding must not be used to fulfil any existing agreements such as Service Level Agreements, agri-environment works, planning obligations etc.
- Any individual or non-profit group or organisation may apply. If you are applying on behalf of a non-constituted group and therefore do not have a bank account, you may nominate an organisation or individual to administer the finances.
- A nominated person must sign the application form, accepting the grant conditions on behalf of those involved in the project.
- The applicant must supply adequate information to justify the project.

What happens next?

- A group consisting of representation from Cofnod's Staff and Board of Directors will consider applications as and when they are received. We aim to let applicants know if they have been successful within 1 month of applying. Unsuccessful applicants will receive feedback. **Applicants should not start work on projects until they have formally received their offer.**
- Grants are not mandatory and are offered at the discretion of Cofnod. The decision of the grant awarding body is final and there is no right of appeal.
- Grants will be paid in full on the satisfactory completion of the project, but we may consider part payments throughout the project, if these can be aligned with specified outcomes. All receipts for expenditure must be presented to Cofnod. If the grant is paying for your time you should clearly itemise this cost to Cofnod.
- A nominated member of Cofnod's staff will be identified as the project liaison.
- Any publicity for the project must acknowledge Cofnod's support and use Cofnod's logo, which can be downloaded from our website.
- Those awarded a grant will be expected to produce a brief report on how the funding has helped achieve their aims. Any data collated or collected during the project will be shared with Cofnod, in a form agreed with us, in a timely manner.

If you require any assistance or would like to have an informal chat about your project before completing the application, please contact: grants@cofnod.org.uk 01248 847456

Apply now by filling out our online [Application Form](#).