

What is the proposal? Identification and initial concept/description of a small scale works project

Who will manage the project? Designation within your organisation of someone who will be able to lead on the project.

All projects will have to be delivered with an official body or organisation who can sign the grant agreement and receive the grant payment, examples being a District or Parish Council or a registered charity. If your group is not one of these, you will need to partner with one on the project.

Whose land is it on? If possible, initial landowner engagement should take place in advance of submitting Expression of Interest.

Who will own and maintain any structures or flood assets after completion? For example, Parish Council or landowners. If possible, initial discussions should take place in advance of submitting Expression of Interest.

Submission of Expression of Interest form to OCC for funding

Who will do the work and what will it cost? Obtain quote(s) from contractors. Are multiple contractors required for a project such as topographic surveys/CCTV drainage surveys before another for construction?
It will strengthen your Expression of Interest if you can show quotes or contractor advice have already been obtained.

Do we have the right permissions? Possible consents required include ordinary watercourse consent/planning permission/licenses/ecology surveys.
Most construction projects will need at least an initial environmental survey.

Have we confirmed landowner agreement and maintenance? Written landowner agreement and maintenance plan/schedule agreed.

Oxfordshire County Council grant agreement signed.

Invoice Oxfordshire County Council for grant funding.

Construction/delivery of project.

