



National Education Nature Park

Screenshots and guidance to support the £5,000 grant application

Key links:

Nature Park Grant FAQs: [Frequently asked questions | National Education Nature Park grant / RHS](#)

The Nature Park Grants team can support with any questions about the grant or technical issues:
NatureParkGrants@rhs.org.uk

Link to the Grant Portal to submit your application:
<https://rhs.flexigrant.com/default.aspx>

Key dates:

- Applications will close **midday on Thursday 11th February 2027**. Settings are strongly advised to submit their application well before this deadline to guarantee an award.
- Spend all your grant money, collect your invoices and receipts by Friday 30th April 2027.
- Complete your expenditure report by Friday 30th April 2027.



Summary

Overview of the grant application, with an optional guided tour.

Please thoroughly read [the FAQs](#) before you begin your application. They contain full details of the grant and what you can use it for.

- Your school has been invited to apply for up to £5,000 for biodiversity projects. This must be spent on the school estate and not at any other location.
- The application form can be filled in by anyone at your school, but we expect that you have consulted your learners and other key stakeholders.
- We expect to close the application window on Wednesday 11 February at the latest. **You must spend the grant by 30 April 2027.**
- You can save your progress and continue your application later.
- To print a copy or make a pdf of your application, select the **Print Form** button at the top of the page.

How to complete your application form

- Start with the **Eligibility Check** section first then answer the rest of the sections in any order you like.
- Questions marked with an asterisk (*) are mandatory and must be answered.
- You can save your progress and continue your application later.

[This webinar takes you through the application form from 13 minutes and 25 seconds in.](#)

Inviting contributors and approvers

- On the **Participants** tab below you may invite someone else to collaborate on or sign off your application. All invited participants must approve the application before the **Submit Application** button will appear on this page.

Submitting your application

- If all sections are marked **Complete**, and your **Participants** have also completed but you can't see the green **Submit Application** button at the top of the page, refresh the page.
- Once you have completed all the sections the **Submit Application** button will appear.
- When you select the **Submit Application** button you will be asked again to confirm that you want to submit your application.

Once submitted, you can log in at any time to view your application, but you won't be able to add to or change it.

Troubleshooting

1. If all sections are marked **Complete**, and your **Participants** have also completed but you can't see the green **Submit Application** button at the top of the page, refresh the page.
2. If you refreshed the page but still can't see the green **Submit Application** button at the top of the page, check the **Participants** tab to see if anyone you have invited to work on the application hasn't yet finished their task.

If you need help, contact the Grants team on natureparkgrants@rhs.org.uk or 0203 897 8761.

Summary

Part 1 involves some prep. You will need to:

- [Register](#) for Nature Park
- Create your school's [site boundary](#)
- Involve learners in [mapping habitats](#) across the school site
- Complete the [Habitat Heroes](#) activity (EYFS only)

Part 3 involves some prep. You will need to:

- Take and upload a 'before' photo of the area(s) where the grant will be used
- Include a title and short description of what you plan to do with the grant and how pupils will be involved
- Provide a rough cost breakdown for your project

Part 6 involves some prep: You will need to:

- Provide a bank document from the last 3 months

Application		Participants			
Number	Page	Est. time to complete	Status	Required documents	
1	Eligibility check	5 minutes	Not Started	0 / 2	Start
2	Contact information	5 minutes	Not Started		Start
3	How you will spend the grant	40 minutes	Not Started	0 / 1	Start
4	Other funding information	5 minutes	Not Started		Start
5	Project delivery	3 minutes	Not Started		Start
6	Grant payment	5 minutes	Not Started	0 / 1	Start
7	Next steps	5 minutes	Not Started		Start

Part 1: Eligibility Check

*1. Associate your setting with this application

The settings that are eligible for the grant are pre-loaded into the system.

- a. To find your setting, search using the Unique Reference Number (URN). You can find this [here](#).
- b. Select **Edit** and add your organisation's Type, Preferred contact number, Email and Address.

The organisation information will be attached to your grant application. You can also associate your profile on Flexigrant with your school by going to **My contact details** and selecting **Organisation details**.

Please see [National Education Nature Park funding allocations - GOV.UK](#) for information about eligibility criteria.

If you accidentally select the wrong organisation, email natureparkgrants@rhs.org.uk and we will fix it for you.

 You must add at least 1 organisation(s) with a name, organisation type, complete address, phone number and email specified.

Lead organisation	Organisation name	Organisation type	Phone	Address complete		
No records to display.						

 Add organisation from our contacts

*a. Permission

I have permission to make this application on behalf of my setting.

☐

*b. Stakeholder contact

I have consulted the relevant school stakeholders including learners and we agree on how to use the grant.

☐

You will need your school's URN. Use this website if you are not sure what it is:
<https://www.get-information-schools.service.gov.uk/>



Engage staff, parents and pupils in planning your project. *Biodiversity Bar Charts* and *Hidden Nature Challenge* from [Step 1: Getting to know your space](#) are great ways for pupils to explore the site.

Ideas for Improvement in [Step 3: Making Decisions](#) will help pupils in identifying where the grant could be spent.



Part 1: Eligibility Check

* c. Nature Park Membership

I confirm that at least one educator has registered our setting with the [National Education Nature Park](https://www.educationnaturepark.org.uk/user/register) and my setting will involve our learners in Nature Park activities.

☐

* d. Intervention guidance

I confirm that have read these guidance resources:

- the [grant FAQs](#)
- [Is this item eligible for grant expenditure?](#)
- [grey to green guidance](#)
- [add flower-rich grassland guidance](#) (if relevant to your project)
- [ponds guidance](#) (if relevant to your project)

and I will adhere to the eligibility criteria. I understand that if I spend any part of the grant on ineligible items, I may have to return the grant to the funder, the Department for Education.

☐

* e. Grant spend period

- I confirm that my setting will spend the grant before the **expenditure deadline of 30 April 2027**, and that I must return any portion of the grant not spent by this date.

It is strongly recommended you use the [checklist tool](#) to keep on track so you don't miss this deadline and have to return the grant.

☐

* f. Expenditure reporting

- I will return my expenditure reporting by the deadline of 30 April 2027.

We recommend you use the [checklist tool](#) to keep on track so you don't miss this deadline and have to return the grant.

☐

* g. Relevant policies and procedures in place

- I understand that my setting is responsible for the delivery of the project and therefore the health and safety of participants, volunteers and staff.
- I confirm that all relevant policies and procedures are in place for the duration of the project including but not limited to: safeguarding, insurance and risk assessment.

☐

The website you are using for your grant application is separate to the website to join the Nature Park

<https://www.educationnaturepark.org.uk/user/register>

You will need to spend your money by 30th April 2027, as all grant funding must be used within this academic year.

BUT you can start doing your project after this date as long as you have spent your money. E.g., you buy all your equipment, soil and plants by 30th April and start making your changes in Summer Term 2.

Part 1: Eligibility Check – this is what you do if you are a nursery setting only

*2. Are you an Early Years setting?

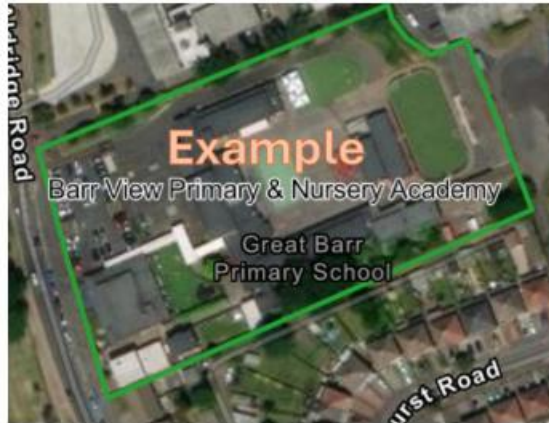
- ☒ Yes - we are exclusively a nursery or other EYFS setting
- ☐ No - we are not exclusively an EYFS setting

*3. Upload your boundary and Habitat Heroes activity

You have told us you are a nursery or Early Years setting. If this is not correct, please change your answer to question 2.

To be eligible for the Nature Park grant, you must complete these two Nature Park activities:

a. Get your site on the map by adding your site boundary - teachers can do this. Take a screenshot of the green boundary in the Nature Park map. It will look something like this:



You will need to do the Habitat Heroes activity with your children.

It's a lovely activity that gets children searching for places around your site that would make good homes for birds, hedgehogs, frogs, worms, spiders and butterflies.

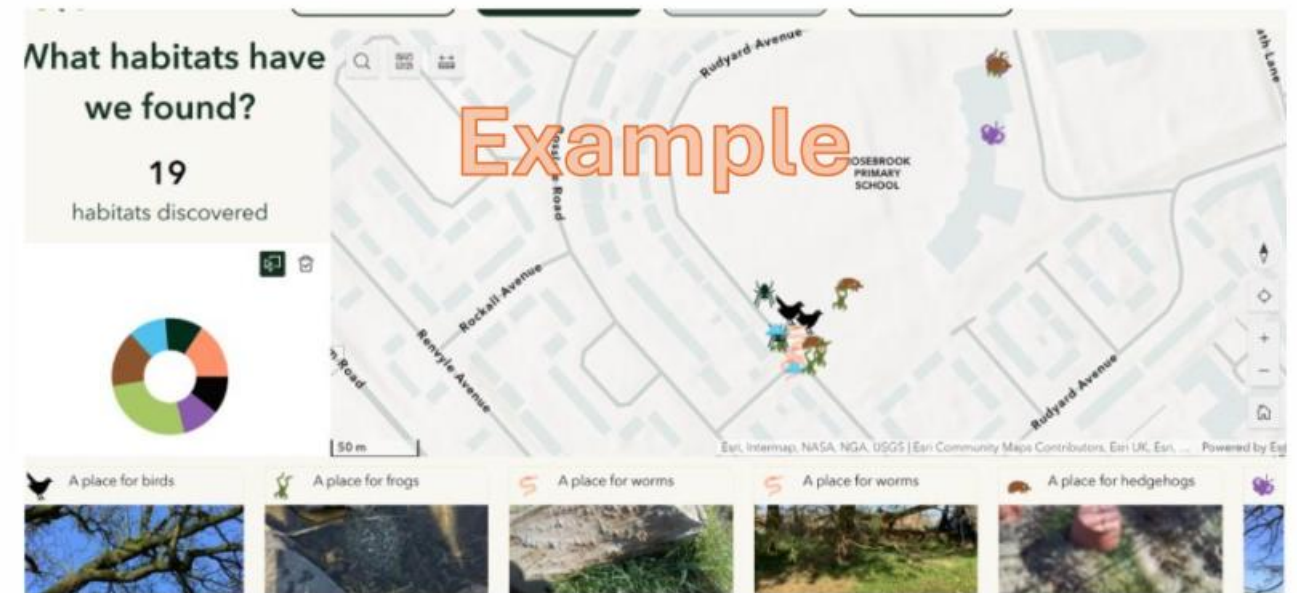
Upload screen shots to show that you have:

1. Added your site boundary
2. Have had a go at Habitat Heroes

Guidance on how to create your site boundary [here](#).

You might find this easier to do from a desktop PC rather than a tablet device.

b. Involve your learners in discovering your site's habitats by doing Habitat Heroes with them. Take a screenshot of your submissions on the Habitat Heroes map - see below for an example.



Upload both screenshots below.

If you have technical problems, let us know at natureparkgrants@rhs.org.uk

Choose your file(s)			or drag and drop files here to upload	
File name	Date uploaded	Action		
Return to Summary		Save progress		Next page >

Part 1: Eligibility Check – this is what you do if you are a school/ college

*2. Are you an Early Years setting?

- ☐ Yes - we are exclusively a nursery or other EYFS setting
- ☒ No - we are not exclusively an EYFS setting

*3. Upload your Habitat map

You have told us you are **NOT** exclusively a nursery or Early Years setting. If this is not correct, please change your answer to question 2.

To be eligible for the Nature Park grant, you must complete these two Nature Park activities which will help you and our scientists monitor and measure changes to biodiversity:

- Get your site on the map by doing the [Create your site boundary](#) activity - the teacher can do this.
- Involve your learners in discovering your site's current habitats by doing the [Habitat mapping](#) activities with them.

When you have done both these activities, you will have something like the example image below on the [Nature Park map](#). Take a screenshot that shows both your green boundary and your habitat mapping. Upload your screenshot below.



If you have technical problems, let us know at natureparkgrants@rhs.org.uk

Choose your file(s)

or drag and drop files here to upload

File name

Date uploaded

Action

Return to Summary

Save progress

Next page >

Guidance on how to create your site boundary [here](#).

You might find this easier to do from a desktop PC rather than a tablet device.

Exploring the unique mix of habitats on your school site is great and pupils will love adding their observations to create a digital map of your school.

We recommend starting with *Ground without plants* and/or mapping the area where you will be spending your grant money.

Helpful links:

- [Mapping your Site](#) - gives step by step guidance on how to map your site
- [Video tutorial](#) with Giuliana from the Community Science team (45 mins)

**NB. The example image here is from a school who have been adding to their school map over a term. For the grant application, you just need to show that you've started to create your school map. It does not have to be finished.*

Upload a screen shot to show that you have:

1. Added your site boundary
2. Have started to create your school's habitat map

Part 2: Contact information

4. Individuals associated with this application

Your contact details have been added to this application. Please check that your contact details are correct by selecting 'Edit' below. Please note you must use a work email address. If your application will also be worked on or signed off by a colleague, select the **Return to Summary** button above and select the **Participants** tab to add people - this is optional.

ⓘ You must add at least 1 contact(s) with a full name, contact type, complete address, phone number and email specified.

	Contact name	Contact type	Phone	Email	Address complete		
👤	Jennifer Lobo	Primary Applicant (Lead)	012 345 6789	Natureparkgrants@rhs.org.uk			

You need to use a school email address

* a. Primary contact

Are you the person we should keep in contact with during your project?

☒ Yes

☐ No

* What is your role title?

b. Project delivery additional contact

Please provide an additional school contact for your project. You will both receive communications from us about the grant and project delivery. At least one of you must be a teacher registered on the Nature Park website and work directly with your children and young people to ensure learners are engaging in the National Education Nature Park programme.

* Project delivery additional contact name

* Project delivery additional contact role

* Project delivery additional contact email address

Project delivery additional contact phone number

You need to have a second named contact with a personalised email address (e.g., not office@) at the school in case the grant team are unable to reach you.

Part 3: How will you spend your grant

Take at least one photo of the area(s) you will be doing your project in.

Your 'before' photos will come in useful for when you want to celebrate your achievements at the end!

This description only needs to be brief – it's there to help the grants team check that your project is being completed in an eligible area – e.g., adding planters to the playground is an eligible project – but adding astro turf to a corner of the field is definitely not eligible!

Your pupils could create the name of your project!

Don't spend too long thinking of the name for your project – you can always change it later.

* 5. Your before photo(s)

To be eligible, your grant project must add biodiversity to a grey space, grassland, ponds and/or wildlife-friendly hedges. You can't use the grant to further enhance an already existing green space other than ponds, hedges, or by adding wildflowers to grassland. Check the [FAQs](#) and the [Is this eligible? page](#) for full details.

Upload at least one image below to show the site(s) you will be improving for nature using the Nature Park grant.

By uploading these photos you consent to the Natural History Museum ("NHM"), Department for Education and other partners involved in the National Education Nature Park (Esri UK, Royal Horticultural Society, Royal Society, Royal Geographical Society, Learning Through Landscapes, Manchester Metropolitan University, UK Centre for Ecology and Hydrology and the National Biodiversity Network Trust) using them to publicise and promote the National Education Nature Park. Please do not include people in the images.

Choose your file(s)			or drag and drop files here to upload
File name	Date uploaded	Action	

* 5b. Describe the area(s) where you will spend the grant and briefly what changes will be made in each area.

Eg:

Area 1. A paved area where we will add planters with fruit and flowers

Area 2. A pond that we will improve

Area 3. An area of grass where we will add wildflowers

Word limit= 300 words

Eg: 1. A paved area where we will add planters with fruit and flowers 2. A pond that we will improve 3. An area of grass where we will add wildflowers

You have entered 0 words (300 words max)

* 6. What is the name of your project?

Give your project a descriptive name that reflects how biodiversity will be enhanced. We recommend using the Nature Park activity [Write a vision statement](#) with your learners to produce this.

If you like, you can upload your learners' work on this activity below.

eg Greenwich Primary's wildflower meadow and wildlife-friendly pond

Optional: upload plans and other work your learners have done on your grant project planning.

Choose your file(s)			or drag and drop files here to upload
File name	Date uploaded	Action	

Useful links for this section:

[FAQ page](#)

[Eligible item list](#)

[Ideas for grey spaces](#)

[Ideas for adding/ improving a pond](#)

[Ideas for adding/ improving a grassy area](#)

[Add a wildlife-friendly hedge | Education Nature Park](#)

[Planning and choosing your hedge | Education Nature Park](#)

Part 3: How will you spend your grant

Write a short description of what you are going to spend your grant on and how you hope it will improve biodiversity. Your pupils could be involved in writing this description!

E.g, 'We will be adding three big planters to our playground. These will be filled with pollinator-friendly plants, and we are looking at getting plants that flower in different seasons. We want to encourage more bees, butterflies and hoverflies to our school site. We will get some plants from the local garden centre and we will spend some of the grant on getting compost, pots, gardening gloves and seeds, so that the pupils can grow some of the plants themselves.'

*7. Project description - what is your project and how will it add biodiversity and enable learners to monitor and measure it?

In this section, tell us what you plan to do with the grant. Before filling in this section, you must carefully read the [FAQs](#) and [Is this eligible?](#)

The grant can only be used for capital spend, and your project must do any or all of the following:

- Create or improve a [pond](#), wetland, rain garden, bog garden or sustainable drainage system (SuDS)
- Create or improve a [grassland](#) by adding wildflowers
- Create or improve a wildlife-friendly hedge
- Transform a [grey space](#) to a [green space](#).

The reason for this is that the grant must be used to create new areas of natural habitat in a space at your setting that currently has very low value biodiversity. The aim is to create new greener areas that support a much greater diversity of life. The grant **is not** a general green grant for green improvements or getting children outside, it is intended to support the community science aspects of the [Nature Park programme](#). We want settings to take time to study nature on their site before changing any green spaces, enabling them to measure their nature gains.

Your project must **NOT**:

X Add trees or planters to a space that is currently green

X Add "outdoor classroom" buildings, structures or furniture

There are other ineligible items which you can see here: [Is this eligible?](#) If you are uncertain whether your project is eligible, contact the grants team now at natureparkgrants@rhs.org.uk

7a. How will your project add biodiversity?

Of the £5,000 grant amount limit, you can spend:

- Up to £5,000 on biodiversity interventions eg
 - Plants/seeds
 - Ponds
 - Planting material
 - Water holders and irrigation
- Up to £2,000 on labour costs for specialist support such as external contractors or biodiversity experts.

Word limit = 600 words

eg. Our project will add biodiversity by planting wildflowers in the green spaces around the carpark and installing water butts for irrigation.

You have entered 0 words (600 words max)

Part 3: How will you spend your grant

*7b. How will your learners engage with the biodiversity in your site?

Eg.

They will grow flowers.

The Gardening Club will spend 1 hour per week looking after our new planting.

The pond will be used for KS1 Science lessons on minibeasts.

KS2 lessons will include regular monitoring of pollinators.

Of the £5,000 grant limit, you can spend:

- Up to £1,000 on fieldwork equipment eg
 - Tablets to map your site and measure and record biodiversity
 - Pond dipping equipment
 - Wildlife cameras
 - Magnifying equipment.
- Up to £1,000 in total on gardening resources eg
 - Tools
 - Gloves
 - Wet weather gear
 - Equipment storage

Word limit = 400 words

Eg. They will grow flowers. The Gardening Club will spend 1 hour per week looking after it. The pond will be used for KS1 Science lessons on minibeasts. KS2 lessons will include regular monitoring of pollinators.

You have entered 0 words (400 words max)

Your description doesn't have to be long – it could mention how your project will provide specific learning opportunities for a curriculum subject or a project for an extra-curricular club.

E.g., 'Once our planters have been installed and we have an increase in pollinators coming to visit, our pupils will be taking part in the [Pollinator Count](#) and we will use this data to create graphs in Maths lessons. Our pupils will also be using the new spaces as inspiration for texture and pattern topics in Art – and we are hoping that the new space will make our pupils curious about nature, spark new conversations and interests.'

Part 3: How will you spend your grant

Useful links for this section:

[FAQ page](#)

[Eligible item list](#)

8. Your project budget

About this budget table

- For every type of item you are buying, put the total cost in the relevant box in the table. E.g. if you are buying two tablets at £300 each, put £600 in the Fieldwork equipment box.
- For each Biodiversity enhancement, put the associated **material** costs in the same budget line. For example, if you are buying planters for flowers, include the planters and soil/compost/mulch in the cost box for flowers. If the planters are being installed by an external contractor, put the **labour** costs under *Specialist support*.
- Only put the amounts of **this grant** that you intend to use for the project, not any additional funding you have raised.

VAT

If you will not be paying or will be reclaiming VAT on an item, do not include the VAT in your cost for that item.

Grant requirements

- You must buy at least one item in the *Biodiversity enhancements* category.

If you can't find an item in the budget table, this is probably because it isn't eligible for grant expenditure. Feel free to contact us to check if your project meets the criteria if your questions aren't answered by the [FAQs](#) and [Is this eligible?](#)

Spending deadline

- Your grant must be spent by 30 April 2027. Any portion of the grant unspent by then will have to be returned to the Department for Education. We strongly recommend you use the [checklist tool](#) to ensure you aren't left with any underspend.

Part 3: How will you spend your grant?

[Expand table](#)

You **must** spend some of your grant on a biodiversity enhancement, it can be in any of these areas.

For example:

- If you want to get some compost and seeds – put this cost in ‘Add flowers/ fruit/ vegetables to grey space’
- If you want to get a waterbutt to harvest rain water – put this in ‘Add rainwater storage/ irrigation’

This includes:

- Technology (e.g., tablets, wildlife cameras, digital cameras, weather station)
- Equipment (e.g., magnification pots, pond dipping equipment, stationary)

Budget items		To be spent up to 30 April 2027	Total
Biodiversity enhancements			
Add or enhance pond	Total Cost	£0.00	£0.00
Add or enhance grassland with wildflowers	Total Cost	£0.00	£0.00
Add flowers/fruit/vegetables	Total Cost	£0.00	£0.00
Add shrubs or trees	Total Cost	£0.00	£0.00
Add climbing plants to walls or fences	Total Cost	£0.00	£0.00
Add rainwater storage/irrigation	Total Cost	£0.00	£0.00
Add wildlife-friendly hedge	Total Cost	£0.00	£0.00
Biodiversity enhancements Total	Total Cost	£0.00	£0.00
Fieldwork equipment - £1,000 limit			
Fieldwork equipment	Total Cost	£0.00	£0.00
Fieldwork equipment - £1,000 limit Total	Total Cost	£0.00	£0.00

Part 3: How will you spend your grant?

Gardening resources - £1,000 limit			
Tools, gloves, other equipment for adding biodiversity	Total Cost	£0.00	£0.00
Wet weather gear	Total Cost	£0.00	£0.00
Equipment storage	Total Cost	£0.00	£0.00
Gardening resources - £1,000 limit Total	Total Cost	£0.00	£0.00
Specialist support - £2,000 limit			
External contractors or biodiversity experts - labour costs	Total Cost	£0.00	£0.00
Specialist support - £2,000 limit Total	Total Cost	£0.00	£0.00
Grand Total	Total Cost	£0.00	£0.00

Contractor, labour and specialist support in here

Part 4: Other Funding Information

*9. Would you have done this biodiversity project without this grant?

- ☐ Yes
- ☐ No

10. How did you hear about the Nature Park grant?

Select all agencies that contacted you about the grant.

- ☐ The Department for Education
- ☐ Nature Park or RHS
- ☐ The Nature Park regional team
- ☐ A postal mailout
- ☐ A Climate Ambassador
- ☐ A Lets Go Zero advisor
- ☐ Our Local Authority
- ☐ Our Multi Academy Trust
- ☐ Other

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[Return to Summary](#)

Your answers will **not** affect your grant.

The Nature Park Grant Team are interested to know how the grant is enabling biodiversity interventions to happen in schools.

[Save progress](#)

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Part 5: Project Delivery

Select a start month. We suggest you start ASAP so that you get your grant money early. You might want to buy your fieldwork and other equipment items soon.

*11. Project start

We aim to send the grant payment between 2 and 4 weeks after you accept your grant agreement. Select the month you estimate that your project will begin. **We suggest you make this as soon as possible, as this will affect how soon we can get the grant payment to you.**

Eg if you choose March 2027, we won't be able to pay you until February 2027.

Please Select... ▼

*12. How have children and young people been involved in your grant project so far?

Involving children and young people is an essential component of the [Nature Park 5 step process](#).

Select all that apply.

- ☐ Getting to know their space (Step 1 of the Nature Park process)
- ☐ Measuring and monitoring wildlife (Steps 1 and 2)
- ☐ Decision-making about changes (Step 3)
- ☐ Designing and/or planning the changes (Step 3)
- ☐ Communicating to others about the project (Step 4)
- ☐ Additional fundraising for the project (Step 4)
- ☐ Making practical changes (Step 4)
- ☐ Children / young people have not been involved yet but they will be
- ☐ Other

It's ok if you haven't involved your pupils yet – but they will need to be involved in your project at some point this academic year – your answer to Q7b should have already given you some ideas for when they will be involved.

Part 6: Grant Payment

***13. Bank statement upload**

Upload a bank statement or image of a bank statement no later than 3 months old.

The image must be a pdf and must show:

- Statement date
- Bank name
- Account name
- Account number
- Sort code [format 010203 – numbers only]

Choose your file(s)

or drag and drop files here to upload

File name	Date uploaded	Action
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*** Organisation type**

We can pay the grant into any relevant business bank account eg your setting's, your parent organisation's or the Local Authority's.

Select the type of organisation that holds the bank account.

Please Select... ▼

*** Account owner**

Provide the name of the account owner as shown on the bank document.

We can pay the grant into any relevant business bank account eg your setting's, your parent organisation's or the Local Authority's.

eg Greenhill School

*** Account number**

Provide the account number where funds will be paid

Format 12345678

*** Sort code**

Provide the sort code of the account funds will be paid into. Do not include spaces or dashes.

Numbers only with no spaces eg 001122

*** Payment reference**

Provide the payment reference we should use when we send the funds. This should include your name or some other key identifying information so that the account holder knows which setting the payment is for / who to inform when the payment arrives.

You will need to upload a bank document from within the last 3 months.

Please make sure that your bank details are clear in the document/ image that you upload.

The Nature Park Grant Team are only checking the bank details that you have inputted match your bank statement, they are not looking at how much money you have in your account.

Part 6: Grant Payment

***14. You must read and agree to the stated declaration before submitting your application:**

☐ I have told the relevant financial stakeholder to expect this payment.

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[Save progress](#)

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Congratulations! Your application is almost complete.

Check through your application on the 'Summary' page. Once you are happy with your application, click 'Submit'

What to expect next:

1. The Nature Park Grant Team will review your application and will be in touch if there are any errors in your application form.
2. Once the team has reviewed your application form, you will receive a 'Grant Offer Letter' via email – please accept the offer asap!
3. The Nature Park Grant Team will add you to the next available payment run (approx. 2-6 weeks after you've accepted your offer)
4. You can start spending your grant! 😊



National Education Nature Park

Key links:

Nature Park Grant FAQs: [Frequently asked questions | National Education Nature Park grant / RHS](#)

The Nature Park Grants team can support with any questions about the grant or technical issues:
NatureParkGrants@rhs.org.uk

Link to the Grant Portal to submit your application:
<https://rhs.flexigrant.com/default.aspx>

Key dates:

- Applications will close **midday on Thursday 11th February 2027**. Settings are strongly advised to submit their application well before this deadline to guarantee an award.
- Spend all your grant money, collect your invoices and receipts by Friday 30th April 2027.
- Complete your expenditure report by Friday 30th April 2027.

