



Llywodraeth Cymru  
Welsh Government

# **Growing for the Environment**

## **Expression of Interest – Window 3**

### **How to complete guide**

## **Growing for the Environment Expression of Interest (EOI) – Window 3 - How to Complete Guidance**

These instructions will give you step-by-step guidance on how to complete your Growing for the Environment Expression of Interest (EOI) – Window 3.

The Welsh Government produces this guidance in Welsh and English as required under the Welsh Government Welsh Language Scheme.

If you are encountering problems or are unable to access our website, please contact the RPW Online Helpdesk on 0300 062 5004.

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## Rural Payments Wales Online - Home page

Log into your RPW Online Account - enter your User ID and Password in the boxes and click the **Sign in** button.



**BETA** This is a new service – your [feedback](#) will help us to improve it

English | [Cymraeg](#)

# Sign in using Government Gateway

Government Gateway user ID

This could be up to 12 characters.

Password

Sign in

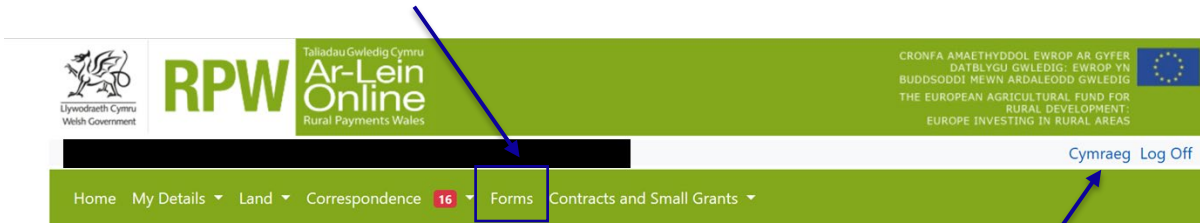
[Create sign in details](#)

If you are encountering problems or are unable to access your online account, please contact the RPW Online Helpdesk on 0300 062 5004.

Once logged in to your online account the RPW Online 'Homepage' will appear.

## Rural Payments Wales Online - Home page

To access the Growing for the Environment Expression of Interest (EOI), click the tab labelled 'Forms' on the RPW Online home screen, as shown below



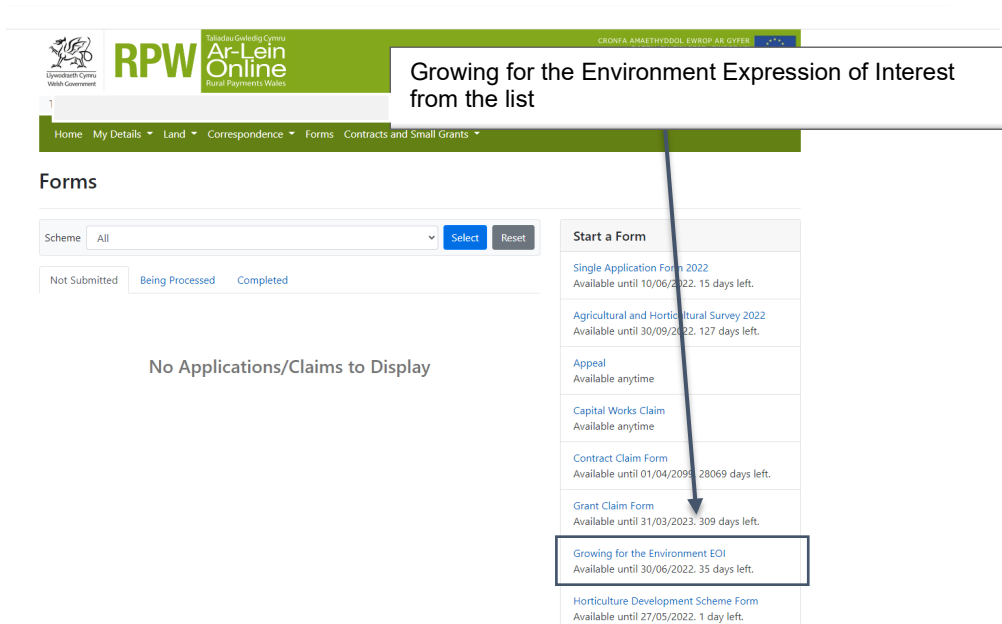
This will take you through to the 'Forms' page



To change the Language at any time click the button located in the top right hand corner bar of the RPW Online information. This will allow you to choose the language your Growing for the Environment EOI is displayed in.

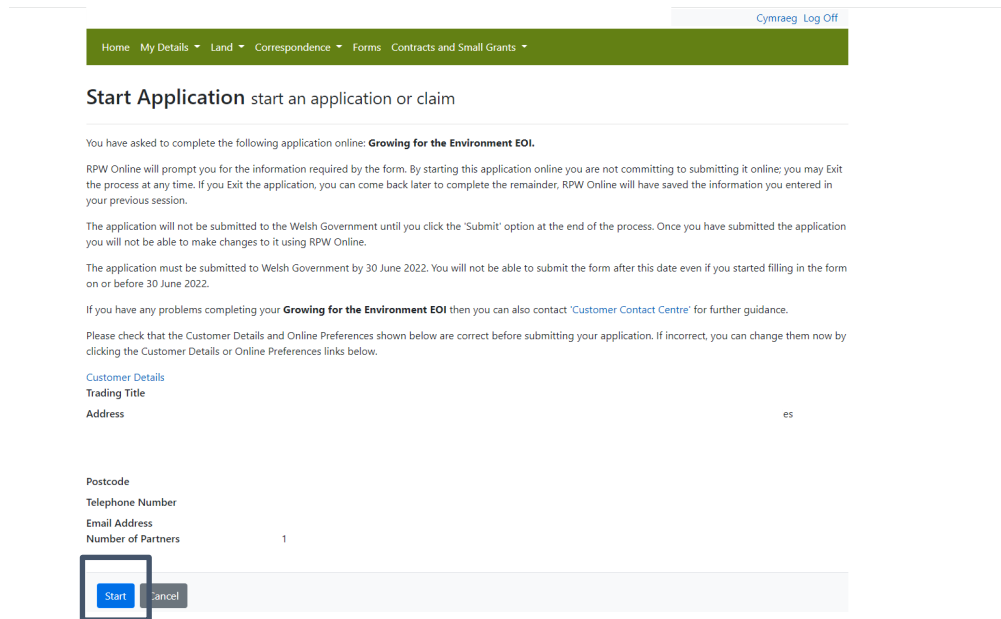
## Forms Page

Once you have selected the 'Forms' tab you will see your Forms that are available for you to complete.



# Growing for the Environment Expression of Interest – Getting Started

Once you have read the Guidance Booklets, to start your EOI click the Start Button.



# Growing for the Environment Expression of Interest

This is the introduction page which provides information about Growing for the Environment.

Growing for the Environment EOI Introduction

Help

Introduction

Privacy Notice

Eligibility

Select Items

Submission

### Growing for the Environment Expression of Interest

**Please note the following key messages before progressing with this Expression of Interest.**

The Growing for the Environment scheme is a Capital grant scheme available to farmers in Wales. The aims of the scheme are to support the growing and utilisation of crops, which can result in improvements in the environmental performance of a farm business, as well as bringing technical and financial benefits.

The scheme objectives are to:

- Reduce Carbon and greenhouse gas emissions
- Adapting to climate change and building greater resilience into farm businesses
- Managing our water resources to improve water quality and reduce flood risks
- Protecting the landscape and the historic environment while improving access
- Contributing towards a reversal in the decline of Wales' native biodiversity

Before completing this Expression of Interest please read the [Growing for the Environment rules booklet](#).

For help in filling in your Expression of Interest, please see the [How to Complete](#) instructions.

If you have any problems completing your Growing for the Environment Expression of Interest, you should contact the Customer Contact Centre using your RPW Online account or by telephone on 0300 062 5004.

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Print Save Next

Once you have read the information click on the Next Button.

# Growing for the Environment Expression of Interest

This is the Privacy notice that you must read

The screenshot shows a web application interface for 'Growing for the Environment EOI'. On the left is a navigation menu with the following items: Introduction (checked), Privacy Notice (highlighted in blue), Eligibility (with a red 'x'), Select Items (with a red 'x'), and Submission (with a right-pointing arrow). The main content area displays the Privacy Notice text, which includes the URL [payments.defra.gov.uk](https://payments.defra.gov.uk), a paragraph about data retention (7 years for successful applications, 10 years for unsuccessful ones), a list of user rights under data protection legislation, contact details for the Data Protection Officer (Welsh Government, Catlays Park, Cardiff, CF10 3NQ, Email: [dataprotectionofficer@gov.wales](mailto:dataprotectionofficer@gov.wales)), and contact details for the Information Commissioner's Office (2nd Floor, Churchill House, Cardiff, CF10 2HH, Telephone: 0330 414 6421, Website: <https://ico.org.uk/>). At the bottom right of the content area, there are navigation buttons: '< Previous', 'Print', and 'Next >'. The 'Next >' button is highlighted with a blue border. Below the screenshot, a line points from the text 'Once you have read the information click on the Next Button.' to the 'Next >' button.

Once you have read the information click on the Next Button.



# Eligibility Questions

You must answer all questions on this page.

There are basic data integrity checks built into this page and any errors or information messages will appear once you either 'Save' or click 'Next'. The information messages will not prevent you from submitting an EOI, but it will be subject to further eligibility checks. Please refer to the [Growing for the Environment General Rules booklet](#) for further information on eligibility.

Once you have answered all of the questions click on the Next Button.

## Select Items

Select the crop for each individual field parcel which will comprise your application.

For each crop and field parcel required click Add Item then select the required crop and field parcel.

Questions marked with \* are mandatory.

Growing for the Environment entry screen, for selecting the crop and the field parcels.

The Maximum Grant Value for this window is £5000.00.  
The total minimum area that can be applied for is 1 ha but cannot be below 0.10 ha in size in any individual field parcel.  
If the crop is to be grown in multiple field parcels, each field parcel must be selected separately.  
The area per parcel applied for (quantity) must not exceed the total area of the parcel minus permanent features.

Selected Items

Select the crop for each individual field parcel, which will comprise your Growing for the Environment application.  
For each crop and field parcel required click Add Item, then select the required crop and field parcels.

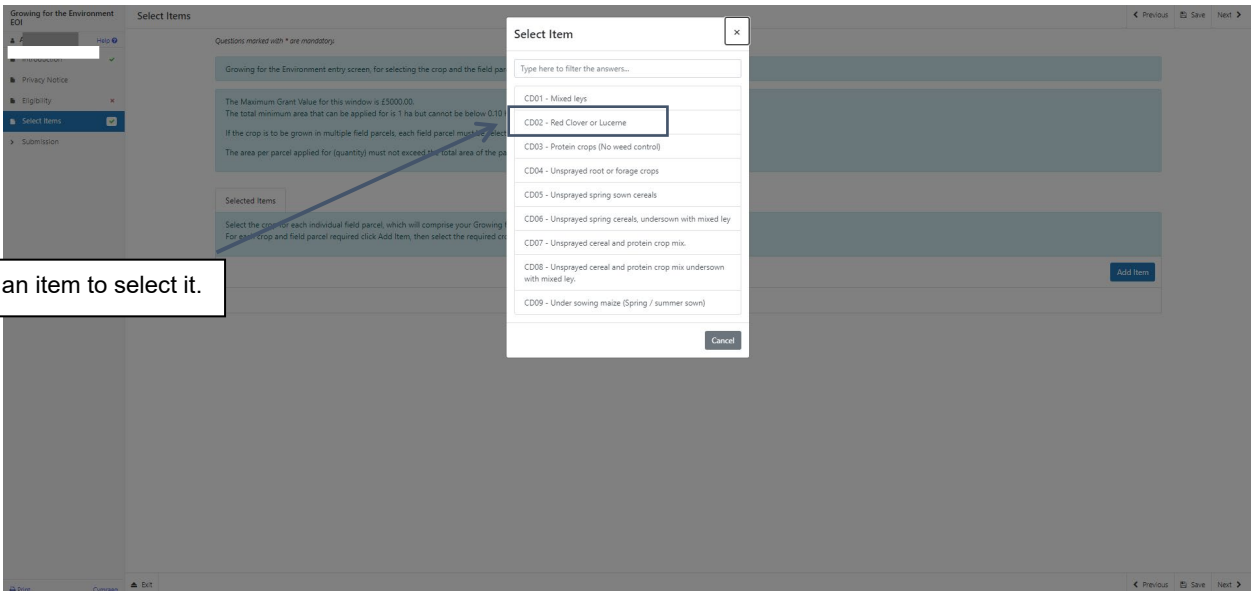
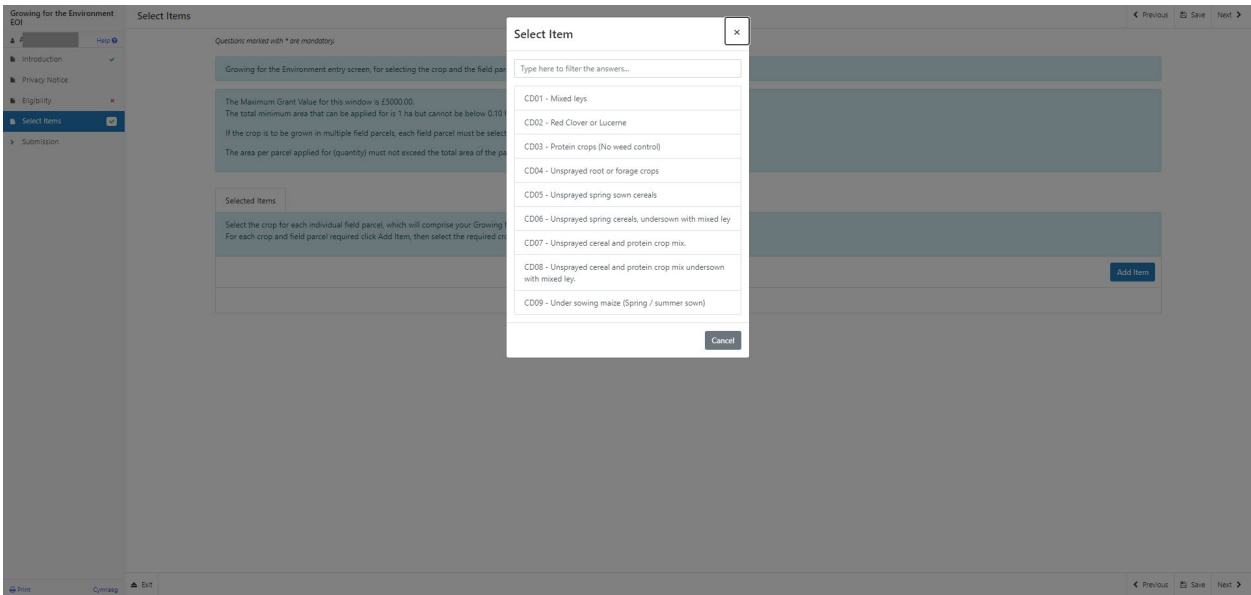
Selected Items
No Entries

Print Settings Exit

Previous Save Next

Once you have clicked the Add Item button the list of available items will display in a drop down list.

Before choosing your items, ensure you have read the Growing for the Environment of the guidance booklet. This will give you the specifications, cost and score for each item.



Click on an item to select it.

Once you have selected an item, the details will appear on the next screen.

Enter the quantity (area) of the item (crop) for each of the field parcels that the crops will be grown in.

If the crop is to be grown in multiple field parcels each parcel must be selected separately with and the corresponding quantity (area) entered for each one.

The area per parcel applied for (quantity) must not exceed the total area of the parcel minus permanent features. The form will not allow you to enter a quantity that exceeds this.

Growing for the Environment  
EOI

Select Items - Selected Items

Map Id: GE001

Item: CD05 - Unsprayed spring sown cereals

Description: Establish an unsprayed, spring sown cereal crop.

Payment Rate: £ 162.00 / ha

Quantity\*:  ha

Value: £ 0.00

Location of Item\*: No Location Set

Cancel Save Save and Return

When you have entered the quantity click on the Save button

Growing for the Environment  
EOI

Select Items - Selected Items

Map Id: GE001

Item: CD05 - Unsprayed spring sown cereals

Description: Establish an unsprayed, spring sown cereal crop.

Payment Rate: £ 162.00 / ha

Quantity\*:  ha

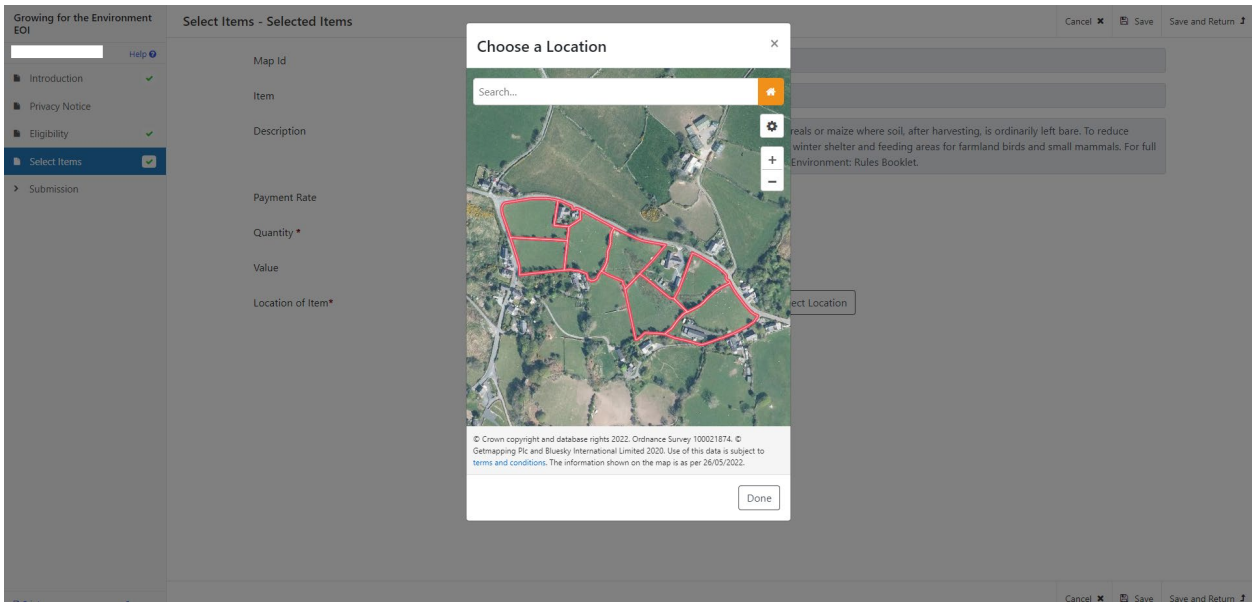
Value: £ 0.00

Location of Item\*: No Location Set

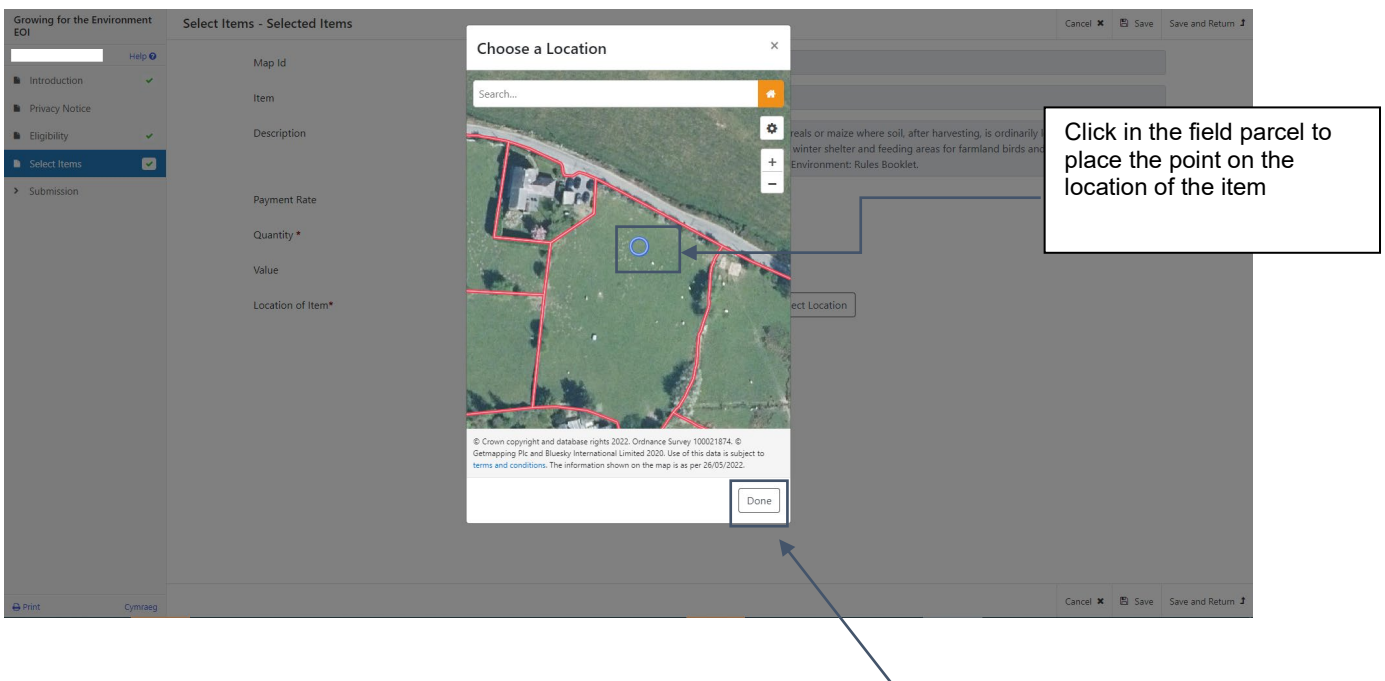
Cancel Save Save and Return

Click on Select Location to indicate the location of the item

Once you have clicked on Select Location the map will appear



Zoom in or use the search to locate the field parcel the item is located in



Once you have chosen the location of the item click on the Done Button, this will take you back to the Selected Item screen where a thumbnail image of the map location will be displayed.

Questions marked with \* are mandatory.

Growing for the Environment entry screen, for selecting the crop and the field parcels.

The Maximum Grant Value for this window is £5000.00.  
The total minimum area that can be applied for is 1 ha but cannot be below 0.10 ha in size in any individual field parcel.  
If the crop is to be grown in multiple field parcels, each field parcel must be selected separately.  
The area per parcel applied for (quantity) must not exceed the total area of the parcel minus permanent features.

Selected Items

Select the crop for each individual field parcel, which will comprise your Growing for the Environment application.  
For each crop and field parcel required click Add Item, then select the required crop and field parcels.

Map Id	Code	Description	Quantity	Value	
GE001	CD05	Unsprayed spring sown cereals	2.00 ha	£324.00	Modify Delete
GE002	CD04	Unsprayed root or forage crops	1.50 ha	£177.00	Modify Delete
				<b>Maximum Grant Value</b>	£501.00

Print Cymraeg Exit < Previous Save Next >

Questions marked with \* are mandatory.

Growing for the Environment entry screen, for selecting the crop and the field parcels.

The Maximum Grant Value for this window is £5000.00.  
The total minimum area that can be applied for is 1 ha but cannot be below 0.10 ha in size in any individual field parcel.  
If the crop is to be grown in multiple field parcels, each field parcel must be selected separately.  
The area per parcel applied for (quantity) must not exceed the total area of the parcel minus permanent features.

Selected Items

Select the crop for each individual field parcel, which will comprise your Growing for the Environment application.  
For each crop and field parcel required click Add Item, then select the required crop and field parcels.

Map Id	Code	Description	Quantity	Value	
GE001	GE07	Cover crops	50.00 ha	£6,200.00	Modify Delete
				<b>Maximum Grant Value</b>	£6,200.00

- The area applied for exceeds the maximum usable area for the field parcel. Please reduce the area to remove the area of permanent features
- The maximum grant value of £5000.00 has been exceeded. One item will be part funded.

Print Cymraeg Exit < Previous Save Next >

Errors will display and you can modify or delete items

Once all items have been selected the Select Items screen will show the list of items.

### Submission Page – Errors, Information and Summary

This gives a summary of the items you have selected and informs you of any errors or information messages on your application.

Growing for the Environment EDI

Errors, Information and Summary

← Previous Save Help

**Important** - Please review this summary. Please scroll down if applicable.

There are errors present on your form. Please review and correct any errors.

Introduction

Eligibility

Does your business have at least 3ha of eligible registered agricultural land in Wales?  Yes  No

Can your business demonstrate over 550 standard labour hours per annum?  Yes  No

**This is a mandatory question, please answer it.**

Is your business a primary producer of agricultural products?  Yes  No

**This is a mandatory question, please answer it.**

Are you an existing Glastir Organic contract holder?  Yes  No

**Your business is not eligible if it is an existing Glastir Organic contract holder.**

Do you receive payment rate 1 through your Glastir Organic contract?  Yes  No

**This is a mandatory question, please answer it.**

**Your business must not have received payment rate 1, through your Glastir Organic contract.**

Are you certified as an organic producer?  Yes  No

**This is a mandatory question, please answer it.**

**Your business must not be certified as an organic producer.**

Selected Items

Map Id	Code	Description	Quantity	Value
GE001	CD05	Unsprayed spring sown cereals	2.00 ha	£324.00
GE002	CDD4	Unsprayed root or forage crops	1.50 ha	£177.00
				<b>Maximum Grant Value</b> £501.00


Mapped Items

GE001 -

Item: CD05 - Unsprayed spring sown cereals

Quantity: 2.00 ha

Value: £324.00




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GE002 -

Item: CDD4 - Unsprayed root or forage crops

Quantity: 1.50 ha

Value: £177.00



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← Previous Save Help

Pages with errors will display a red cross and you can return to the pages to make amendments by clicking here.

Once you have checked the summary and corrected any errors each section will have a green tick displayed.

Growing for the Environment EOI

Errors, Information and Summary

HEB

- Introduction
- Privacy Notice
- Eligibility
- Select Items
- Submission
- Errors, Information and Summary**
- Declaration and Undertakings
- Submit

**Important** - Please review this summary. Please scroll down if applicable.

No Errors or Information Messages identified.

Introduction

Eligibility

Does your business have at least 3ha of eligible registered agricultural land in Wales?  Yes  No

Can your business demonstrate over 350 standard labour hours per annum?  Yes  No

Is your business a primary producer of agricultural products?  Yes  No

Are you an existing Glasfwr Organic contract holder?  Yes  No

Do you receive payment rate 1 through your Glasfwr Organic contract?  Yes  No

Are you certified as an organic producer?  Yes  No

Select Items

Map Id	Code	Description	Quantity	Value
GE001	CDD5	Unsprayed spring sown cereals	2.00 ha	£324.00
GE002	CDD4	Unsprayed root or forage crops	1.50 ha	£177.00
				<b>Maximum Grant Value</b> £501.00

## Submission Page – Declarations and Undertakings

You must read the Declarations and Undertakings and tick the box to confirm that you have read and agree them.

Growing for the Environment EOI

Declaration and Undertakings

HEB

- Privacy Notice
- Eligibility
- Select Items
- Submission
- Errors, Information and Summary
- Declaration and Undertakings**
- Submit

Please tick the box to accept the declarations and undertakings.

**I confirm that:**

I have read and understood the relevant Scheme Rules and Guidance Notes and permit the Welsh Government to use my information to support my application.

I declare that the project would not be carried out but for the grant requested and that the level of grant applied for is the minimum necessary for the project to proceed.

I undertake to meet any statutory obligations such as Health and Safety; employment; hygiene; environmental management and protection; animal or crop health and welfare that apply during the time of this project.

I understand that the Welsh Government may need to update the rules and conditions to take account of changes made to the Government of Wales Act 2006.

I agree to abide by any changes following notification by the Welsh Ministers.

I agree to comply with all applicable domestic, or international laws or regulations or official directives.

I have given details that are true, accurate and complete to the best of my knowledge and belief on this application and any supporting documentation.

I confirm that all pre-populated details are correct or have been amended if incorrect.

I undertake to notify Welsh Government of any planned changes to the nature or construction of this project prior to implementation.

I undertake to notify the Welsh Government of any other application for grant aid for this project.

I confirm that no work on this project has been undertaken other than consultancy work, site purchase, the obtaining of quotations, or the drawing up of site plans.

I acknowledge that neither Welsh Government nor any adviser appointed by Welsh Government shall be responsible for any advice given, including without limit any advice given in relation to this application or business development plan, and that I am solely responsible for all business decisions undertaken.

I undertake to notify Welsh Government of any changes to the details provided in the Applicant Details part of the form.

I understand that the Welsh Government displays 'Error' and 'Information' messages in the sections of the application only as an aid for completion and submission of the application.

I will allow officers of the Welsh Government or their duly authorised agent, access to and inspect land and any relevant equipment, facilities and all records and information needed to establish my eligibility and the accuracy of the information provided for which I am making this application.

**I agree:**

Not to undertake work prior to entering the Growing for the Environment scheme that damages the environment and understand that such action could result in rejection of my Expression of Interest.

I have excluded land which is under other management agreements or grant that I receive, or intend to apply for, that may have a potential for double funding.

**I understand that:**

The Welsh Government may need to share some information about my Growing for the Environment Expression of Interest with other organisations and I agree to any necessary disclosures or exchanges of information.

The Welsh Government may also obtain information about me from certain other organisations or provide information about me to them in order to verify the accuracy of the information, prevent or detect crime and protect public funds. These other organisations include government departments, local authorities and other bodies as appropriate.

The publication and disclosure of information by the Welsh Government will be in accordance with the obligations and duties under the Freedom of Information Act 2000, the Data Protection Act 2018 and the Environmental Information Regulations 2004. Other information provided may also be disclosed where permitted by law.

**WARNING - Any person who makes a false declaration or fails to notify the Welsh Government of a material change to the information given in this application may be liable to prosecution. A false, inaccurate or incomplete statement or failure to notify the Welsh Government of any material changes to the information given in this application may result in termination of contract and/or recovery of any Payments.**

I agree to the above declarations and undertakings \*

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Previous Save Next



Once you have read and agreed the Declarations and Undertakings click on the Next Button

## Submission Page – Submit

To submit your Growing for the Environment Expression of Interest click on the Submit Button.

The screenshot shows the 'Submit' page of the 'Growing for the Environment EOI' application. The page title is 'Submit'. The navigation menu on the left includes: Introduction (checked), Privacy Notice, Eligibility (checked), Select Items (checked), Submission (expanded), Errors, Information and Summary, Declaration and Undertakings, and Submit (selected). The main content area contains the following text:

You must submit appropriate documentation to support this application. You can do this by clicking the 'Submit Documentation' button on the next screen after you have clicked 'Submit' below.

Click the button below to submit your Growing for the Environment EOI.

**Submit**

A Message containing a copy of your submitted Growing for the Environment EOI will be available in your online Messages page within one working day.

Once submitted, you will receive a confirmation which you can print for your own records.

## Following Successful submission

A summary of your completed Growing for the Environment Expression of Interest will be added to the 'Messages' page on your RPW Online account under the title "Documents received by RPW". Ensure you check the information submitted thoroughly. If any of the information shown is incorrect, please reply to the Message detailing your concerns. You should do this as soon as you discover any incorrect information.

If you are encountering problems or are unable to access our website, please contact the RPW Online Helpdesk on 0300 062 5004.