

**Farming and Countryside Programme: Tests and Trials**

**Phase 4 Expression of Interest October 2023**

This form will enable the assessment of the proposals against the scope of Tests and Trials and priority areas, as detailed in Annex B.

If this application meets the pass criteria as set out in Annex C: Evaluation Criteria, a Tests and Trials Officer will be assigned to work with you in producing a Proposal Development Form (Form 07), which will be submitted for consideration by the review panel. This form will set out:

* What is the test or trial?
* Who will be involved?
* How the proposed test or trial will address the priorities outlined in Annex B

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| --- | --- |
| **Proposal Ref:** |  [This will be populated by Defra] |
| **Proposal Name:** |  |

**Section 1. Proposer Details**

*This information will be used for communication purposes only and does not form part of the assessment.*

|  |  |  |
| --- | --- | --- |
| **1.1** | **Name of lead applicant / organisation** |  |
| **1.2**  | **Communication address, including postcode and telephone number. If applicable, please also provide registered address, company/charity number and VAT number,** |  |
| **1.3** | **Main contact name (if different from 1.1)**1. **Name**
2. **Email**
3. **Telephone**
 |  |

**Section 2. Declaration**

*This information will form a gateway assessment, ensuring the Supplier is eligible to apply for Tests and Trials funding*

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| **2.1** | **Are you legally entitled to operate in England** | Choose an item. |
| **2.2** | **Are you currently, or have you previously been in receipt of other Tests and Trials or Defra funding?** | Choose an item. |
| *If yes, please provide brief details e.g. Test/Trial name and number:* |
| **2.3** | **Having reviewed the reimbursement policy set out in Attachment 6, are you confident that the Test/Trial can be completed within these requirements? *Individuals and organisations will not make a financial profit from participating in Tests and Trials, however costs incurred in line with the reimbursement policy can be claimed.*** | Choose an item. |
| *If no, please provide brief explanation* |
| **2.4** | **Indicate the main priority the test/trial will contribute to (see Annex B)** | Choose an item. |
|  | *If the test/trial will make a significant contribution to additional priorities, please include here* |
| **2.5** | **To your knowledge, are there any additional factors which might impact on your eligibility to participate in Tests and Trials?** | Choose an item. |
| *If yes, please provide a brief explanation* |

**Section 3. Proposal Scope**

*The information provided here will form the core assessment against the scope and priorities of Tests and Trials*

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| --- | --- |
| **3.1** | **Please describe in no more than 500 words: the proposed test or trial; how it addresses one or more of the policy questions identified (Please refer to Annex B); the evidence intended to collect by the end of the test/trial; and what relevant activities will be undertaken.** |
| *Insert text here* |
| **3.2** | **Outline who will participate in the test or trial, including the number of farmers and land managers** |
| *Insert text here* |
| **3.3** | **What area (geographic location and scale) will the test or trial cover?** *(Provide a map or geographic description of the general area. For those areas with a clearly defined and recognised location, a landscape description will suffice, e.g., National Park)* |
| *Insert text here* |
| **3.4** | **Select the estimated duration of the test or trial** |
| Choose an item. |

**Annex A – Tests and Trials Privacy Notice**

Privacy Notice

This privacy policy applies to tests and trials of the Environmental Land Management Team run by the Department for Environment, Food and Rural Affairs (DEFRA).

This specific privacy notice sets out how we will use your personal data as part of our legal obligations regarding the Data Protection Act 2018 and Article 13 &14 of EU General Data Protection Regulation (GDPR).

**Who is collecting my data?**

The data controller is the Department for Environment, Food and Rural Affairs (Defra). You can contact Defra’s Data Protection Officer at:

### Address: Defra Group Data Protection Officer, Department for Environment, Food and Rural Affairs, SW Quarter, 2nd floor, Seacole Block, 2 Marsham Street, London SW1P.

Email: *DefraGroupDataProtectionOfficer@defra.gov.uk*

If you have a data protection query relating to the use of personal data covered by this Privacy Notice, in the first instance, please contact The Core Defra data Protection Team, preferably by email – data.protection@defra.gov.uk. If you do not have email facilities, please post your request to: Defra, Data Protection Team, Area 1E, Nobel House, 17 Smith Square, London, SW1P 3JR.

**What of my data is being collected and how is it used? What is the legal basis for the processing?**

Personal data is collected and stored so that tests and trials for our environmental land management schemes and others that are part of the Farming and Countryside Programme can be conducted. Collection and storage of personal information is necessary for the monitoring and evaluation (M&E) of tests and trials by social scientists in Defra and external contracted M&E suppliers, and will include information such as name, contact address and other specifics related to the objectives of any individual tests and trials you participate in.

This could include, for example, information about any land the data subject manages or owns, the land management practices they carry out on the land, or any information that the data subject choses to disclose throughout their participation in the test or trial, e.g., information they may include in a land management plan.

Your information and contact details will also be kept so that other teams in Defra, such as the Digital, Data and Technology Services team, may contact you about taking part in other testing.

The legal bases of the processing of your personal data is that

(1) you have expressly consented to the processing and

(2) the processing is necessary for the performance of a task carried out in the public interest.

**Who we share the information with?**

Your personal data will be shared by Defra Tests and Trials with external contractors who will conduct the M&E of the tests and trials. The purpose of testing and trialing is to provide evidence for Environmental Land Management Teams, which may be used to inform policy development. For this reason, your data will be shared with colleagues developing the future schemes, and within Defra group.

The bodies within Defra group we are likely to share information with include core Defra, Environment Agency, Natural England, and Forestry Commission. A full list of bodies within Defra group can be found here: [Departments, agencies and public bodies - GOV.UK (www.gov.uk)](https://www.gov.uk/government/organisations#department-for-environment-food-rural-affairs). We will only share data where another body within Defra group is doing work on behalf of Defra.

No data will be disclosed to any other party outside the Defra group without the data subjects’ explicit consent.

**If you are relying on my consent to process my data, can I withdraw my consent?**

You have the right to withdraw consent at any time by emailing ELMtestingandtrials@defra.gov.uk

**How long we keep the information?**

The data will only be retained by Defra Tests and Trials until 2028 or the Pilots of the schemes have finished. Non-personal data may be extracted from records for the purposes of the evidence base or monitoring and evaluation or statistical reporting on the nature of tests and trials undertaken.

**Will my data be used for automated decision-making or profiling?**

The provision of the information you provide is not connected with automated decision making (making a decision solely by automated means without any human involvement) or profiling (automated processing of personal data to evaluate certain things about an individual).

**Will my data be transferred outside the European Economic Area (EEA)? If it will, how will it be protected?**

The data you provide will not be transferred outside the EEA.

**What will happen if I** **don’t provide the data?**

If you don’t provide this information, it will mean that you will be unable to participate in tests and trials for the development of a new Environmental Land Management system.

**Will my data be used for automated decision-making or profiling?**

The information you provide is not connected with individual decision making (making a decision solely by automated means without any human involvement) or profiling (automated processing of personal data to evaluate certain things about an individual).

**What are my rights?**

A list of your rights under the General Data Protection Regulation, the Data Protection Act 2018 (DPA 2018), is accessible at:

<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

**How do I complain?**

You have the right to lodge a complaint with the ICO (supervisory authority) at any time. Should you wish to exercise that right full details are available at: <https://ico.org.uk/make-a-complaint/>

Telephone: 0303 123 1113 Textphone: 01625 545860

Monday to Friday, 9am to 4:30pm

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire SK9 5AF Telephone: 0303 123 1113

Email: casework@ico.org.uk

**Data controller**

DEFRA is the data controller for the personal data you give.