



**EUROPE & SCOTLAND**  
European Regional Development Fund  
Investing in a Smart, Sustainable and Inclusive Future

# Mapping Requirements & GIS Template Instructions

Green Infrastructure Fund and  
Green Infrastructure Community  
Engagement Fund

Guidance for applicants

January 2017



# Contents

Context .....	2
Step by Step Instructions .....	2
PDF Maps.....	3

# GIS Template Instructions

## Context

As part of the Monitoring and Evaluation Framework for the Green Infrastructure Fund and Green Infrastructure Community Engagement Fund, applicants are required to provide Geographical Information System data. At the application stage, this data will be used to provide geographical context for submissions, and if successful in applying for funding, to monitor the impact of funded projects against outcomes. Further information can be found in the [Monitoring and Evaluation Framework guidance](#).

We would expect applicants to pass the template to their in-house GIS specialists, who should be able to complete the template. However, if you do not have GIS support or facilities the GI Team is happy to support you, so please let us know if this causes you any issues.

All GIS data to be collected should be supplied in ESRI shapefile format – **other formats will not be accepted**. SNH will supply a GIS file template to the applicant for the collection of spatial data associated with the reporting and monitoring requirements of the programme. The template file will be configured appropriately for the type of information to be captured and the structure of the template is not to be altered without the consent of SNH.

Maps provided with applications to the Green Infrastructure Community Engagement Fund will need to provide specific details of the site where project work will take place, as well as the location of communities who are expected to benefit from the work. Applications to the Green Infrastructure Community Engagement Fund should provide maps showing the location of the greenspace that their project will be linked with and the location of the communities who will benefit.

## Step by Step Instructions

- Applicant receives GIS template from GI Team
- Applicant passes template to internal GIS team for completion
- GIS template should be opened in appropriate GIS software, such as ArcView/ArcGIS
- The following information associated to the outline provided should be input to the template:
  - ID – GIAPP-xxx, where 'xxx' will be a 3 digit number, provided to you by the GI Team
  - Measure – use numbers 1-8 or 0 for Indicator C
  - Operation – a short description of your operation including name
  - Status – 'Application' (as project is at the application stage)
  - Outcome – List all outcomes (from the Monitoring and Evaluation Framework) addressed by this measure with a comma (,) separating them.
- For example:
  - *ID – GIAPP-999*
  - *Measure – 0*
  - *Operation – Glasgow Urban Regeneration*

- *Status – Application*
- *Outcome – New or improved greenspace, Improved vacant & derelict land, Support economic development*

Upon completion of the template, the information provided by the applicant should provide an outline of the project area along with the associated metadata, similar to the following (data does not relate to any current or future GIF/CEF applications):



## PDF Maps

Applicants will also be required to submit with their application an additional map in PDF format, showing a boundary marking the smallest area where the Project's activities will take place. They should also indicate the location of the communities that will benefit from the Project, and any other relevant features, based on an up to date Ordnance Survey map displaying the scale and a north point, as specified in the [Monitoring and Evaluation Framework guidance document](#). This map should be in pdf format at 1:25,000 recording proposed location.

Please contact your Project and Funding Officer if you have any queries.

Published: January 2017

Scottish Natural Heritage  
Great Glen House  
Leachkin Road  
Inverness IV3 8NW

[www.snh.gov.uk](http://www.snh.gov.uk)



**Scottish Natural Heritage**  
**Dualchas Nàdair na h-Alba**

All of nature for all of Scotland  
Nàdar air fad airson Alba air fad