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| **INITIAL PROPOSAL (Please remember to send with your plant list)** |
| **Scope of Collection** |
|  |
| **Category of Collection (please just tick one)** |
| **Historical** **Horticultural** **Reference**  |
| **Type of Collection (please just tick one):**  |
| **National Plant Collection** **Dispersed National Plant Collection** **Scientific National Plant Collection**  |
| **Name**  | **Plant Heritage Membership no.** |
|  |  |
| **Address** |
|  |
| **Email**  | **Telephone number** |
|  |  |
| **Briefly outline the background to this proposed National Plant Collection** |
|  |
| **Agreement**:* I agree that the data relating to this application can be stored by Plant Heritage for the purpose of processing this application and administering the Collection.
* I agree that the accession list and application form may be released to Plant Conservation Committee (PCC) and Collection Coordinators for the purpose of processing the application, and that the records of the taxa held be used for the Threatened Plants Project and other reporting needs.
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| **Signature Date** |
| Data protection statement: see our website for the Plant Heritage Privacy Statement |

**INFORMATION SHEET**

**Types of Collection**

There are three types of Collection:

* **National Plant Collection**, which is held by one person or organisation and is normally kept on one site.
* **Dispersed National Collection**, which is held by a group of people, and is kept on many different sites.
* **Scientific National Plant Collection,** which is a National Collection with advanced levels of research, publications and conservation work.

**Categories**

The category represents the purpose of your collection, and demonstrates to the public what sort of collection they can expect to see. When deciding which category your collection fits into consider why you started it, and what determines the plants you want to add in the future. Many collections will fit into two or even three categories, but for the purpose of this application it is necessary for you to define the main one.

Historic: a collection of plants that have been grown in British & Irish gardens which have a connection defined by a common history or association, or importance to society.

Existing examples of the scopes of historic collections would be: *Dianthus* (Malmaison), *Iris* (Sir Cedric Morris introductions), and the John Bartram Heritage Collection. An example of a prospective collection might be *Lavandula angustifolia* and *L*. x *intermedia* cultivars of UK origin, a scope aimed at conserving the UK heritage of garden lavenders.

Horticultural**:** a collection of garden plants of aesthetic or functional value. Existing examples of the scopes of horticultural collections would be: *Campanula* (Alpines), *Hosta* (modern hybrids), *Acer* (Japanese cvs.), *Vitis vinifera* cvs. authorised for viticulture in the UK, *Humulus lupulus* (historic varieties & elite breeding stocks). An example of a prospective collection might be *Lavandula angustifolia* and/or *L*. x *intermedia* cultivars. This is a more wide-ranging scope bringing together garden lavenders of worldwide origin with an emphasis on their horticultural value.

Reference**:** a taxonomic representation of a group with importance for both taxonomic reference and research. Existing examples of the scopes of reference collections would be: *Syringa*, *Equisetum*, *Ruscus*. An example of a prospective collection might be *Lavandula* species and primary hybrids. The emphasis here is on wild species and hybrids which may or may not be of horticultural interest or have conservation interest.

If you need some help deciding, try working through the questions below.

1. Is the collection primarily species? If yes, go to 2. If no, go to 4.
2. Is the accession policy to acquire all plants in a genus, or section (or other taxonomic category)? If yes go to 3. If no go to 9
3. The collection is probably a **reference** collection.
4. Is the collection species and cultivars? If yes go to 2. If no go to 5.
5. Is the collection based on a breeder, house/ area or period of time? If yes go to 6. If no go to 7.
6. The collection is probably a **historic** collection.
7. Is the accession policy to acquire all of the plants in a species, section or group? If yes go to 8. If no go to 9.
8. The collection is probably a **horticultural** collection.
9. The plants may be better suited to our Plant Guardians scheme.

**Scope**

The title of your collection, describes what is in your collection, and by logical extension what it does not include.

*Hosta* - would include all species, cultivars and hybrids of *Hosta* available in the UK & Ireland - this would be in the Reference category.

*Hosta* cvs. - would only include cultivars of *Hosta -* this would be in the Horticultural category.

*Hosta* (bred in the UK in the 20th Century) - this would be in the Historic category.

Your collection will need to contain a substantial number of the plants available within the scope. If you are interested in a large collection it may be easier to start with a section or horticultural group, apply for a collection, and build up from there. You can change the scope of your collection with the agreement of the Plant Conservation Committee. If you are collecting cultivars of a plant that is currently popular and have limited space, you may want to specify a date range so you don’t need to add every new cultivar; eg. *Heuchera* cvs. (1990-2010).

**Application process**

* A person, group or organisation shows interest in holding a National Plant Collection.
* They are sent the National Plant Collection Proposal Form and information (this sheet) and the initial plant list template.
* The Proposal Form and plant list are returned to central office (address at the bottom of the page). They will also need to become a member if they have not done so already.
* The Plant Conservation Committee (PCC) studies the proposal and initial plant list and may make suggestions as to research, contacts, coverage and scope. These suggestions may include plants or groups that they feel are important to conserve in the collection, number of plants that would constitute an adequate coverage, or people to contact for additional information or assistance. Their comments and suggestions will be relayed to the collections Coordinator and applicant.
* At this point the applicant will need to decide whether to continue with the application, pause to adapt the collection to the suggestions and advice given or withdraw the proposal. Advice and assistance will be available should it be needed.
* If the applicant decides to continue and there are no issues highlighted by the PCC that require addressing, then they will need to complete the Application form and send in a full Accession list.
* This will be referred to the next Plant Conservation Committee meeting for their approval.
* Successful applicants will receive confirmation in writing, a certificate, a signboard, use of the Plant Heritage logos, a Collection Holders Handbook and the help and advice of their local Coordinator throughout the life of the Collection.

**Some requirements**

There are several requirements that need to be adhered to by National Collection Holders, the full list can be found on our website or obtained from your Collection Coordinator or National Office.

The most important ones to bear in mind when you are making the proposal are:

* The applicant must be a member of Plant Heritage before making an application. Non-payment of subscriptions will result in the Collection being withdrawn from the scheme.
* A substantial number of the available taxa within the agreed scope will need to be held in the Collection by the time a full application is made, as determined by prior agreement with the Plant Conservation Committee.
* There is no minimum number of taxa to be held in a Collection but for species where there is limited taxonomic diversity, a greater level of genotypic or geographic diversity would be expected.
* In most cases the Collection should include at least 3 plants of each taxon for annuals, tender and hardy perennials, and at least 1 for trees & shrubs, with evidence of on-going propagation.
* The plants will need to be in a permanent position and the Collection needs to have been established for a certain amount of time before the Plant Conservation Committee can consider a full application.

**Guideline establishment periods:**

1-2 flowering seasons – annuals, herbaceous plants;

Minimum of 1 growing season (depending on the age of plant) – fast growing trees and shrubs;

Minimum of 3 growing seasons – slow growing trees and shrubs*.*

* The Collection Holder agrees to grant reasonable access (paying or not) at relevant times of year through open days or by appointment, and access at any time of year for authorised officers of Plant Heritage by prior agreement.
* Collection Holders agree, within reason, and in accordance with national and international legislation to provide material, either plants or propagules to Plant Heritage, or bona fide individuals commercially, by exchange or as a gift.

**Initial plant list**

For the purpose of the Proposal an initial plant list can be sent (example below) the details that are required in the plant list are: full correct name of plant, preferably arranged in alphabetical order for ease of reference. If possible, please could the plant lists be sent as an Excel document.

The plant list should show

* The plants that you currently own.
* Those plants that you do not currently have, but you feel are possible for you to obtain.
* The plants that you feel would constitute a complete collection but may be difficult to obtain.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Genus | species/hybrid /infraspecific | cultivar name | Currently in collection | Able to source | May not be available |
| Pelargonium | graveolens |  ‘Antler’ |  | x |  |
| Pelargonium | graveolens |  ‘Apricot’ | X |  |  |
| Pelargonium | radens |  ‘Atrium’ |  |  | X |

(Please note the details on this plant list may not be correct, it is just an illustration)

The Accession List needed for a full application requires more information, and details can be found on our website, from your local Collections Coordinator or National Office.