



Funding Guides



FUNDING GUIDE 12a : The Heritage Lottery Fund

This guide provides information about four schemes run by the Heritage Lottery Fund (HLF) and English Heritage (EH):

- 'Repair Grants for Places of Worship' Scheme (EH & HLF)
- 'Heritage Grants' Scheme (HLF)
- 'Your Heritage' Scheme (HLF)
- 'Young Roots' Scheme (HLF)

General Information

The Heritage Lottery Fund (HLF) is the leading funder of the UK's diverse heritage and the only heritage organisation that operates both across England, Northern Ireland, Scotland and Wales, and funds the entire spread of heritage - including buildings, museums, natural heritage and the heritage of cultural traditions and language.

The HLF was set up by Parliament in 1994 to distribute a share of the money raised by the National Lottery for Good Causes in the form of grants to a wide range of projects involving local, regional and national heritage.

The three guiding principles of the HLF are **conservation**, **learning** and **participation**, and for most grants applicants need to provide evidence of community involvement and benefit.

The following four grant schemes are particularly relevant for churches and projects ranging from repair work to object and building conservation, alterations and community projects.

Heritage Lottery Fund

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'Repair Grants for Places of Worship' Scheme (EH & HLF)

Few parishes can raise enough money to meet the cost of a major repair without help from grant-making bodies. The major source of funding in England is now likely to be the 'Repair Grants for Places of Worship in England' scheme jointly run and funded by English Heritage (EH) and the HLF.

Churches are eligible for a grant if:

- The building is listed at Grade I, II* or II. If you need to check whether your church is listed contact your local authority's planning department, or the Diocesan Office.
- The church is used for public worship on at least six days a year and is open to the public outside the normal hours of worship on at least forty days.
- The grant will be used to pay for high-level structural repairs (e.g. repair of roofs, tower, spire, rainwater disposal system or high-level masonry) identified in a recent condition survey as being necessary within the next two years. Other urgent repairs to historic fabric at risk of loss can also be considered.

- The work will cost more than £10,000 and less than £250,000 and can be carried out under one contract. Grants of £250,000 and more can only be considered in exceptional circumstances.

Grants are never made retrospectively for work started before a written grant offer has been made and accepted.

If a parish decides not to seek Lottery funding on moral grounds, this should be indicated on the application form and supported by the relevant PCC resolution. Any grant will then be offered from EH alone. However, EH's remit is more restricted than that of the HLF (in practice, it will only fund grade I or II* buildings) and you should check before applying that you are eligible for EH help.

Although funds for the scheme come from both the Heritage Lottery Fund and English Heritage, the day-to-day administration of the scheme (for England) is carried out by the English Heritage regional offices on behalf of both organisations. Grants are in high demand and not all applicants will be successful.

Applications are dealt with in two batches with annual deadlines as follows:

- for Grade I/II*, the closing date is 30 June with decisions being made in December of same year
- for Grade II, the closing date is 30 September with decisions being made in March the following year

The 'Repair Grants' programme is assessed and awarded in a two-stage process. (After making the initial application, the project is assigned a grant officer who is the applicant's first point of contact and who will keep you up-to-date on the progress of your application. The grant officer makes an initial assessment of the application against the publicised criteria. For further assessment, a site visit with expert advisers may be arranged.

Within six months after the application closing date, the HLF will notify the parish of its decision. For the 'Repair Grants', the first stage consists of a Project Development Grant which contributes to any necessary preliminary investigative, survey and recording work plus professional fees, as well as the cost of preparing a costed ten-year maintenance plan, an access audit and formal public access arrangements.

Please note, that receiving a 'stage-one pass' does not guarantee that the project will receive a grant.

The HLF and EH emphasise that they expect to be closely involved in the development of the project. Recipients of grants are required to monitor their own projects and send regular reports which will release the next instalment of the grant.

Full details of the scheme and an application pack can be obtained from the English Heritage website <http://www.english-heritage.org.uk/inspired> or by contacting English Heritage's Customer Services Department:

English Heritage, Customer Services Department, PO Box 569, Swindon, SN2 2YP
Tel 0870 333 1181 Fax 01793 414926
Email customers@english-heritage.org.uk

'Heritage Grants' Scheme

The 'Heritage Grants' programme offers grants of more than £50,000 for projects which conserve and enhance our diverse heritage, or encourage more people to be involved in their heritage, or both. To be eligible, your project must also make sure that everyone can learn about, have access to and enjoy their heritage; that your project is linked to the national, regional or local heritage of the UK and how you will protect its significance. This is the only HLF scheme which may award substantial grants of over £1m.

As with the 'Repair Grants', 'Heritage Grants' are assessed and awarded in a two-stage process. In April 2008, HLF introduced new application materials and guidance for this programme. All applicants have to complete a pre-application form to receive further advice on applying for a grant. There is now a simpler first round application and applicants will be given an initial decision within three months. If you are successful in the first round, you may be eligible for financial support and/or mentoring help in order to help you undertake the detailed planning work which will be required to develop your project ready for submission of your second-round application. This can be used to employ professionals to manage the development of the project, produce architectural designs or prepare necessary information. However, a 'stage-one pass', which permits you to proceed to stage two, may be awarded with or without this development funding for the two-stage process. Please note, that receiving a 'stage-one pass' does not guarantee that the project will receive a grant.

Heritage Grant is a rolling programme and there are no deadlines for applications under £5million

For further information including guidance notes and application forms, please see the HLF website:

<http://www.hlf.org.uk/English/HowToApply/OurGrantGivingProgrammes/HeritageGrants/>

'Your Heritage' Scheme

The HLF's 'Your Heritage' scheme can consider applications for repairs or conservation work to buildings as well as historic furnishings and works of art. This programme offers grants to organisations which aim to look after and enhance the UK's heritage, to increase involvement in heritage activities and to improve access to and enjoyment of heritage. Under the 'Your Heritage' scheme grants of £3,000 to £50,000 can be awarded, although the total project cost can exceed £50,000. The scheme aims to achieve a twelve-week turnaround of grant applications. Projects must be able to demonstrate educational and community benefits and applicants must ensure that their premises are accessible to visitors. At the initiative of the Council for the Care of Churches, the HLF have agreed to include conservation projects in churches relating to bells, clocks, organs, paintings on canvas & wood, wall paintings, monuments, timberwork, ornamental plasterwork, metalwork, books & manuscripts, textiles as well as historic structures and other conservation projects in churchyards.

'Young Roots' Scheme

The 'Young Roots' grant scheme offers grants of between £3,000 and £25,000. The scheme aims to involve 13-25 year-olds in finding out about their heritage, developing skills, building confidence and promoting community involvement. 'Young Roots' projects should aim to stem directly from young people's interests and ideas, harnessing their creativity and energy and helping them work with others in their local community. To be eligible your project should be related to the local and culturally varied heritage of the UK, be delivered by a partnership, cost no more than £50,000 and last for up to 18 months.

For full details of all these schemes, please go to the HLF website.

<http://www.hlf.org.uk/English/HowToApply/OurGrantGivingProgrammes/>

Hint: if you want to see what grants have been awarded to places of worship by HLF under these schemes, then click on the *Search* button at the bottom of the HLF website and type *church* or *place of worship* into the *search our grants database* table to see all relevant grant-aided projects.