

Proposed Decision to be made by the Portfolio Holder for Transport and Environment on or after 19 January 2018

Approval for External Funding Bids to Support Service Delivery within Heritage & Environment

Recommendation

That the Portfolio Holder for Transport and Environment approves the submission of external Grant Funding bids on behalf the County Council in connection with 1 infrastructure project and 5 service delivery projects as detailed in Section 3.

1.0 Introduction

- 1.1 It is a requirement of the County Council's procedures that Portfolio Holders approve Grant Funding Bids submitted on behalf of the County Council.
- 1.2 This report seeks such approval in relation to funding bids connected with 1 forthcoming infrastructure project and 5 service delivery projects within Heritage and Environment.

2.0 Detail of Bids

2.1 Kingsbury Water Park: Iron Age Round House

This is a project to enhance both the visitor offer at Kingsbury Water Park and specifically to add value to the Environmental Education and Heritage Education programmes delivered across Heritage & Environment. The project will involve the reconstruction of an Iron Age Round House at Kingsbury Water Park to provide a focus for heritage education and environmental education activities and support formal learning through the National Curriculum.

The total bid value will be up to £200,000 over 1 or 2 financial years. Potential funders include Heritage Lottery Fund and grant making bodies listed in Appendix 1. WCC match funding is available within existing Heritage & Environment capital allocations / reserves.

2.2 Warwickshire County Record Office: Warwick Castle Collection

This is a project to catalogue the Warwick Castle Archive held by the Warwickshire County Record Office. Attempts to catalogue this vast collection have been made over a number of years. However, no systematic appraisal of the collection has ever been made. As one of the most valuable collections

within the County Record Office, the Warwick Castle collection has significant potential value both in terms of academic research and commercial opportunity.

The total bid value will be approximately £200,000 over 3 financial years. Potential funders include The National Archives and grant making bodies listed in the **Appendix**. WCC match funding is available within existing Heritage & Environment budget allocations and reserves.

In addition, the service will seek smaller funding opportunities to catalogue and conserve Warwickshire's Archive collections. It is likely that the focus for this will be Coal mining, with a potential bid of £80,000 to The National Archives and the National Conservation Association.

2.3 County Arts Service: Hatton Archive & Mental Health Project

This arts-led project, inspired by the Hatton Asylum Archives held within the Warwickshire County Record Office, will provide a focus for a 2 year arts and mental health project across HCW's sites and activities. Working in partnership with District and Borough Authorities, the project will link closely with WCC's health and wellbeing agendas and culminate in a high profile exhibition at Market Hall Museum.

The total bid value will be £80,000 over 2 financial years. Potential funders include Arts Council England, Public Health and grant making bodies listed in Appendix 1. WCC match funding is available within existing Heritage & Environment allocations.

2.4 Warwickshire Museum Service: Collections Development

This project would focus on an application to the John Ellerman Foundation to support the costs of employing a specialist Collections and Interpretation Assistant within the Museum team to further research and develop our understanding, interpretation and access to the extensive Warwickshire Collection – which currently contains over 900,000 objects within the Museum Stores.

The total bid value would be £105,000 over 3 years, with the main funder being potentially the John Ellerman Foundation (see **Appendix**). WCC match funding is available within existing H&E allocations.

HCW will also bid for funding to support the purchase of treasure and other required items for the Collection, in line with WCC collecting policies, up to a potential value of £150,000.

2.5 Learning & Community Engagement Service: Engagement Projects

These projects would provide opportunities for broadening engagement and audience development across all of Heritage and Culture Warwickshire's sites and service areas over the next 3 years, developed in line with Service and WCC priorities.

Consisting of a number of small scale bids, each maximum bid value would be £15,000 and the main funders would potentially be West Midlands Museum

Development, Henry VIII Trust and HLF alongside a number of smaller grant giving bodies.

2.6 Heritage and Culture Warwickshire: Partnership Development project

The service intends to work with partners in Higher and Further Education settings and local authority partners across the region to develop online services, volunteering and opportunities for young people by submitting funding bids to organisations like HEFCE, Heritage Lottery Fund and Arts Council England. The maximum total value of each individual project is likely to be approximately £30,000.

3.0 Risks

- 3.1 In respect of all projects the risk is that without match funding the projects may not proceed, or not proceed in their intended form. In all cases there is risk associated with the cost of abortive time in working up and submitting the funding bids. The cost of such activity will be met from within existing resources.
- 3.2 All new project proposals are assessed individually in terms of any potential impact on resources required for existing core service delivery. This approach is embedded within all Heritage & Culture project planning processes, with a particular focus on staffing capacity.

4.0 Financial Summary

Project	Estimated Total Project Cost	Funding from External Funding Bid	Match Funding and source	Ongoing revenue implications
2.1 Iron Age Round House	£200,000	Up to £200,000	If required, up to £10,000 from existing Museum Development Fund	Small ongoing maintenance cost, to be met by an increase in traded schools revenue generated by the new resource
2.2 Warwick Castle Collection	£200,000	Up to £200,000	If required, up to £10,000 from existing Museum Development Fund	None. Digitisation of this high profile Collection would provide opportunity to increase traded revenue
2.3 Hatton	£80,000	Up to	10% (£8,000)	None

Mental Health Project		£80,000	already allocated within the Sub-Regional Arts Partnership Budget	
2.4 Collections Development	£105,000	Up to £105,000	Match funding to the value of £10,000 to be provided in kind through existing staff time and office resources	None
2.5 Engagement Projects	Maximum of £15,000 per project	Up to £15,000	If required, match funding of up to 10% to be found through existing Learning revenue budget allocation and in kind support	None
2.6 Partnership Development	£30,000	Up to £30,000	If required, match funding of up to 10% to be found through existing WCRO revenue budget allocation and in kind support	None

Background Papers

None

Appendix – HCW Potential External Funding

	Name	Contact details
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This report was circulated to the following members prior to publication:

Councillors Chattaway, Horner, Clarke, Fradgley, Shilton.

Appendix

Heritage and Environment
Potential Match Funding

Clare Duffield-Learning Spaces (Main Grant)

Web Address: <http://www.clareduffield.org.uk/>

General:

The Clare Duffield Foundation has funded more than 50 museum, gallery, heritage and performing arts learning spaces across the UK since 2000. These range from £2.5m Clare Learning Centres in national museums, to donations of less than £50,000 to fund small Clare Studios with local authority museums.

Support is directed towards the cultural sector, and in particular to cultural learning and to **museum, gallery, heritage** and performing arts learning spaces.

How much?

Main Grant: £10,000 up to in excess of £1,000,000. The top end seldom awarded.

Type:

Capital, not staff.

Payment:

Foundation's preference to pay some grants over multiple years, especially for large-scale capital projects.

Eligibility:

Organisations must be registered charities to be eligible for the Main Grants Programme, with the exception of local authority cultural organisations.

Meeting:

Some organisations will receive a telephone call or visit from the Foundation's Executive Director, Trustee(s), or one of our specialist advisors – or a meeting will be requested – during stage 2 of the assessment process. Meeting sooner not unheard of.

Reapplication:

Must wait at least 1 year.

Deadlines:

Applications are reviewed and rejected on an ongoing basis, although all successful grants can only be awarded at meetings of the Trustees. These are held twice a year, usually in June and December. Grants range from £10,000 to in excess of £1m, although larger grants are made infrequently.

Application Format:

Send a letter of application. This letter should be no longer than two sides of A4 paper and must be written on your organisation's headed paper with your contact details and charity number clearly displayed. The letter should include the following information:

- A title (of no more than fifteen words) for the project/programme for which you are requesting funding
- A brief overview of the work of your organisation
- A concise account of the project you are seeking funding for

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- A clear statement of the sum you are seeking from the Foundation and the total cost of the wider project if applicable
- No annual accounts or additional information should be included at this stage.

Only if your request is progressed to the relevant stage of the assessment process will you be sent an **application form**.

Decision:

First stage (letter): 8 weeks, Second Stage (application form): 8 weeks

Examples:

- **Ditchling Museum of Art+Craft, East Sussex: £70,000**
The Clore Studio is a learning space with an outside terrace and an impressive craft-based learning programme for all ages, focused on various types of making: printing, craft, letterpress, weaving, pewter-casting and puppet-making.
- **Birmingham Royal Ballet: £161,000**
This is the Foundation's first grant towards BRB, one of the UK's major ballet companies. BRB will be refurbishing existing studio facilities to create more flexible learning environments, improving public access, and improving working environments for elite level dancers and students. The new Clore Learning Studio, opening in 2016, will be home to a variety of learning activities for young people and can double as a small performance space.
- **Tate Liverpool: £300,000**
In 2012 Tate Liverpool redesigned its learning spaces on the first floor of the gallery (working with Edge Architects). The space, now renamed the Clore Learning Centre, comprises a family learning room, an 'Ideas Lounge' for teenagers, and a studio space for workshops.

Foyle Foundation- Learning

Web Address: <http://www.foylefoundation.org.uk/main-grants-scheme-learning/>

General:

The Foundation will support projects which facilitate the acquisition of knowledge and learning and which have a long-term strategic impact.

Key areas for support are:

- libraries, museums and archives
- special educational needs
- projects that encourage sustainability by reducing overheads or which help generate additional revenue
- projects and activities which increase access and widen the diversity of attenders/visitors.

Organisations and projects that provide direct benefits and services to the general public, rather than special interest groups will be favoured.

In the current financial climate, we will be looking to support sustainable projects that offer value for money and long term impact. Applicants should demonstrate sustainability, if this is an ongoing activity, beyond the end of any grant.

How much?

The majority of grants will be in the range of £10,000 to £50,000.

Across all grant schemes, the most recent accounts (2015) list 'large' donations (250,000-100,000) to 9 organisations, (>50,000) to 5 and (<50,000) to c. 150.

Type:

The Foundation will consider both revenue and capital projects.

Payment:

The maximum amount of a large grant, normally a capital project, will not normally exceed £500,000 and may be payable over several years. In exceptional circumstances, larger grants over this amount may be considered where, for example an overriding factor is that the project might not occur without Foundation support and where the project is of national importance.

Eligibility:

The Foundation can only accept applications from organisations with charitable status. Retrospective funding will not be considered, nor will funding for projects that have already started (except for capital projects still underway and which will not be completed for some time).

Deadlines:

Applications are accepted all year round. We have no deadlines. Except for capital projects, it may take up to four months, occasionally longer, to receive a decision from the Trustees, so apply well in advance.

Application Format:

Main Grants Scheme application form.

Decision:

Capital projects seeking more than £75,000 the Foundation will now only consider these twice a year in the Spring and Autumn. Therefore it could be six months or more before we take a decision on your project.

Examples:

- **Royal Academy of Arts, London: £250,000**
"The Foyle Studio", part of the redevelopment of Grade II listed Burlington Gardens to modernise and link the site together (1st payment of 2)
- **National Army Museum Foundation, Chelsea: £250,000**
The redevelopment and refurbishment of the museum, specifically the Foyle Learning Centre.
- **Durham University: £100,000**
Digitisation equipment (£92K) for the Priory Library project to conserve and digitise the Medieval Monastic Library held by Durham Cathedral and Durham University, with the remainder towards additional digitisation staff (1st payment of 2)
- **Pilgrim Trust (National Archives Project), London: £50,000**
Continued support for the National Cataloguing Scheme over the next 5 years (2nd payment of 5)
- **Order of Mary Servite Trust (NI), Dungannon: £25,000**
Towards the library and archive project
- **University of East Anglia, Norfolk: £22,500**
50% of Archivist salary over two years to support the new National Archive of Contemporary Writing at the University (final payment of 2)
- **Bath Preservation Trust; £100,000 (2011)**
Capital project extended museum and to house the Trust's archives, campaigning, educational and operational activities.
- **Black Cultural Archives: £100,000 (2009/10)**
Raleigh Hall Development Project to create a national black heritage and archive centre
- **The Royal National Theatre: £500,000 (2004)**
Studio redevelopment – as the engine house and creative heart of the National Theatre and specifically towards the relocation of the National Theatre Archive.

DCMS Wolfson Museums and Galleries Improvement Fund

Web Address: www.wolfson.org.uk

General:

The Museums and Galleries Improvement Fund was established in partnership with the Department for Culture, Media and Sport (DCMS) in 2000 to improve the quality of displays, exhibition spaces, collection interpretation and disabled access in museums and galleries across England.

To date, the partnership has committed some £44 million to the improvement of 382 museums and galleries across England. The programme is jointly funded by the Wolfson Foundation and DCMS. Grants are made up to the level of £300,000.

Grants are made for capital infrastructure projects, refurbishing or creating new galleries, and, less often, education and learning spaces.

How much?

Up to £300,000, however often much lower. See examples below.

Prefer that you do not request a specific amount. In a Stage 1 application, funder requires total cost of your project and the amount you still need to raise towards it. In a Stage 2 application, you will be asked to provide a list of discrete elements of your project toward which we might be able to allocate a grant.

In the case of Heritage Lottery Fund, we generally accept a stage 1 pass as match funding.

Type:

Capital projects

Payment:

Not stated.

Meeting:

Meetings and site visits are not a formal part of the review process. Hold meetings with applicants or potential applicants when there is a specific matter to discuss. Telephone with queries.

Eligibility:

Only award grants to charities or organisations with charitable status (or equivalent)

Deadlines:

The Wolfson Foundation runs two funding rounds each year, a Spring and Autumn round. For most programme areas, the key dates are:

Spring round

Stage 1 applications: accepted no later than 5 January

Stage 2 applications: deadline 1 March

Funding decision: June

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Autumn round

Stage 1 applications: accepted no later than 1 July

Stage 2 applications: deadline 1 September

Funding decision: December

Application Format:

Stage 1: Online application

Stage 2: Postal application

Examples:

- **Tyne & Wear Archives and Museums: £150,000**
Arbeia Roman Fort Phase 1 Redevelopment Project
- **Chatham Historic Dockyard Trust: £100,000**
Investing in Library Improvements and Museum, Library and Archive Integration to reveal hidden treasures
- **National Museums Liverpool: £200,000**
The Seas Gallery
- **Birmingham Museum & Art Gallery: £75,000**
miniBrum children's gallery

Roundhouse Project in conjunction with Warwickshire Country Parks

Heritage Lottery Fund: Our Heritage

Web Address: www.hlf.org.uk/looking-funding/our-grant-programmes/our-heritage

General:

An Our Heritage grant can help you protect and share the heritage you care about. Your project could focus on anything from personal memories and cultural traditions to archaeological sites, museum collections and rare wildlife.

Under Our Heritage we can accept applications from not-for-profit organisations, private owners of heritage and partnerships. If individuals or for-profit organisations are involved, the public benefit from the project must be greater than any private gain.

How much?

Grants from £10,000 to £100,000

Type:

Capital projects

Payment:

Three instalments.

1. 50% of the grant up-front.
2. Once spent the first instalment, then next 40%.
3. Final 10% of your post project and final completion report.

Meeting:

Meetings and site visits are not a formal part of the review process. Hold meetings with applicants or potential applicants when there is a specific matter to discuss. Telephone with queries.

Eligibility:

Local authorities suitable.

Deadlines:

There are no application deadlines for this programme – apply anytime. Your application will be discussed at a monthly advisory meeting at your local Heritage Lottery Fund (HLF) office.

Warwick Castle Archive Collection Cataloguing

The National Archives: Cataloguing grants programme

Web Address: www.nationalarchives.gov.uk/archives-sector/finding-funding/cataloguing-grants-programme

General:

The National Cataloguing Grants Programme has been established following discussions between The National Archives (TNA) and a number of funding trusts about the importance of addressing the large and growing backlog of uncatalogued collections in the nation's archives.

How much?

Unlikely that a project to benefit a single institution would receive more than £45,000, although an innovative partnership project could perhaps receive more. As a guide, the average grant in 2015 was just under £30,000.

Type:

Revenue

Payment:

Two instalments:

50% on award of the grant

50% when TNA certifies that the project and evaluation are completed.

Eligibility

- Public sector bodies, except Government departments
- Registered charities
- Other not-for-profit organisations

Deadlines:

Fund reopens autumn 2017

Hatton County Asylum Archive Collection Engagement

Wellcome: Public Engagement Fund

Web Address: wellcome.ac.uk/funding/public-engagement-fund

General:

Engaging the public in conversations about health-related science and research, funding activities, projects, creative spaces, people and organisations.

How much?

£5,000 up to £3 million. Any application likely to be in the <£25,000 category. These proposals could include small projects for people trying public engagement for the first time. Or they could be for new and risky projects, for those with experience. Proposals could also be for research and development to scope out larger, more ambitious projects.

Type:

Capital and new Revenue

Eligibility

- arts
- entertainment media
- museums and heritage
- leisure, sport and tourism
- education and informal learning
- community, charity and public sectors

Deadlines:

Open ended. Decision usually within ten weeks of submitting your application, but it may take up to 15 weeks.

Arts Council: Grants for the Arts

Web Address: www.artscouncil.org.uk/funding/applying-grants-arts

General:

Open access funding programme for individuals, art organisations and other people who use the arts in their work, supporting a wide variety of arts-related activities, from dance to visual arts, literature to theatre, music to combined arts.

How much?

£15,000-£100,000

Type:

Capital and new Revenue

Eligibility:

- Individuals
- Organisations

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- Libraries
- Museums

Deadlines:

Open ended. Decisions on applications of over £15,000 take 12 weeks.

Collections Development Programme

John Ellerman Foundation: Regional Museums and Galleries Fund

Web Address: ellerman.org.uk/how-to-apply/regional-museums-and-galleries-fund

General:

The Fund aims to help strengthen regional museums and galleries in the UK. We want to help organisations enhance and sustain curatorial development to attract a broader public.

How much?

£500,000 fund divided between circa 5-6 projects.

Type:

Revenue (salary)

Eligibility

- Regional Museums: Collections focus on visual and decorative arts and social and natural history collections with excellence in their field at a national level or national significance, usually through a unique or high quality collection.

Fund statement:

Our Trustees are currently considering the future of the Fund, and while I expect they will want to continue for at least another round, this won't be formally approved until the end of May at the earliest. One of the things we are mulling over is whether we might delay the launch of the next round by a few months to see how impending changes in the funding environment are going to pan out. If that is the case, I expect we'll invite new applications by January 2018, with the expectation to announce funding decisions late spring/early summer of next year.