



Funding raised by  
**The National Lottery**  
and awarded by the Heritage Lottery Fund



## LAND OF IRON COMMUNITY GRANTS Guidance for applicants 2018

### What are Land of Iron Community Grants?

A simple grant scheme administered by the North York Moors National Park Authority which aims to give community groups and individuals a straightforward means of accessing funding for small scale projects that will contribute to the Land of Iron programme. Applications are assessed and scored by an independent Grants Panel made up of members of the Land of Iron project Steering Group and Partnership.

### What kind of projects does the grant support?

A diverse range of built heritage, natural heritage, education, interpretation and community involvement projects can be funded.

All projects must help achieve the Land of Iron vision:

**By 2021 the landscape and ironstone heritage of the North York Moors will be in better condition and better cared for, will be better understood and valued by more people, and will have a more sustainable future**

And help contribute to one or more of the following aims:

- Industrial heritage sites and features will be recorded, protected and conserved
- The natural environment and biodiversity will be improved
- The landscape and heritage will be better managed and more people will be actively involved in caring for it
- The landscape and its industrial past will be more accessible, understood and enjoyed by more people
- The future of the landscape and heritage will be safer and more sustainable

All projects must also be in keeping with the statutory purposes of the North York Moors National Park Authority:

- Conserve and enhance the natural beauty, wildlife and cultural heritage of the Park
- Promote opportunities for the understanding and enjoyment of the special qualities of the Park by the public

### Eligibility

- Projects can be based within or outside the North York Moors National Park but must be of benefit to the Land of Iron project. Physical improvements to land, structures or buildings must either be located within the Land of Iron Project area or if outside this are have the approval of the appropriate Local Authority. For a map of the area please see [www.northyorkmoors.org.uk/landofirongrants](http://www.northyorkmoors.org.uk/landofirongrants)
- All projects must show community benefit and local ownership. Applications from individuals will need to demonstrate clear support for their project in the wider community.
- Projects must ensure good value for money and provide clear benefits.
- Projects should demonstrate how their benefits will be sustained in the longer term, e.g. for activities – what will people learn and what might they do differently in the future, for physical works – who will look after the work and pay for maintenance?

- Any capital items or physical improvements to land or buildings must be well maintained, with a maintenance schedule setting out what maintenance is required, who will carry it out and who will pay.
- Grants can be used for either or both capital and revenue works.
- Funding will not be given for routine repairs and maintenance or for the purchase of property (heritage items, land or buildings).
- The costs of existing staff cannot be funded through these grants. Funding for staff or support to deliver the project may be eligible but will need to be clearly justified.
- The fees for planning applications and other permissions cannot be funded through these grants.
- Grant funding will only be paid on works carried out after a Grant Agreement is signed by all parties. Retrospective work cannot be funded.

## Funding available

- Within the funds available, there is no fixed minimum or maximum amount of grant. Applicants are advised to discuss their project idea with project staff to determine an appropriate grant sum.
- Grants will usually be no more than 75% of total project costs, although for smaller grants or in exceptional circumstances 100% funding may be offered.
- Volunteer time and gifts-in-kind can be used as match funding, although some cash contribution is also expected. Volunteer time is valued at the same rates as the Heritage Lottery Fund - £50/day unskilled, £150/day skilled and £350/day professional.
- Grants will only be paid once the work has been invoiced and paid by the Grantee so applicants should ensure that they can adequately cash flow their project.

## Application process

**It is strongly advised that you contact a member of the project team to discuss your idea before submitting an application.** Please contact [landofiron@northyorkmoors.org.uk](mailto:landofiron@northyorkmoors.org.uk) or 01439 772700.

Applications forms and further information is available to download at [www.northyorkmoors.org.uk/landofirongrants](http://www.northyorkmoors.org.uk/landofirongrants)

Applications can be submitted at any time and will be assessed at the next available Grants Panel meeting. There will be around 4 Grants Panel meetings per year and dates of meetings and associated deadlines for applications can be found on the project website.

Applicants will be informed of the outcome no more than 2 weeks after the Grant Panel meeting.

Please note that no grant-aided work should be started until an agreement is signed between the applicant and the North York Moors National Park Authority.

## Assessment procedure

Grant applications will first be checked for eligibility by National Park Officers. If eligible they will be submitted to the independent Grants Panel for assessment and scoring. The Panel will score the applications based on the following criteria and make a recommendation to the Authority about which projects should receive funding:

<b>Criteria</b>	<b>Maximum points</b>
Contribution to the Land of Iron Vision and Aims	50
Strong community support	20
Clear benefits sustained in the long term	10
Robust project evaluation proposals	10
Value for money	10

Projects that score under 60 points are unlikely be offered funding.

### **Assistance with applications**

Project staff may be able to help you develop your project and application. Please contact the project team to discuss further.

### **Quotes**

If any single element of capital work in your project has a value greater than £2,500 you must obtain at least 2 written quotes prior to submitting your application. It is also advised that competitive quotes are sought for any works under £2,500 though this is not essential.

For any capital or revenue works over £5,000 please contact project staff to discuss procurement requirements.

### **Listed buildings, Scheduled Monuments and other special designations**

If the planned project involves work to a site or building with any statutory or special designation please contact the project team to discuss specifications and details before obtaining any quotes for work.

### **Permissions**

Please ensure that your project has all the relevant permissions required. Depending on the nature of the works these may be from the landowner, Planning Authority, Natural England, Environment Agency, Highways Authority, Building Regulations, Church Diocese, Historic England etc. North York Moors National Park Authority Officers can advise on which may need to be considered but responsibility for ensuring all necessary permissions are in place remains the responsibility of the applicant. The costs of securing such permissions cannot be funded via the grant scheme.

### **Successful projects**

Successful applicants will be sent a Grant Agreement to sign and return.

If the agreement is in the name of an individual, the individual must be 18 or older with full legal capacity to enter into an agreement. If the agreement is in the name of an organisation, the organisation must have proper legal status and capacity. The North York Moors National Park Authority will only pay grant monies into a bank account in the name of the Grantee. Each signature must be witnessed by a person of good standing who is independent of and not connected or related to the applicant.

Where an unforeseen alteration is required to the agreement, e.g. changes to costs of individual items, the North York Moors National Park Authority will need to review the situation and any amendments to the agreement will need to be agreed in writing.

## Claims process and evaluation report

Claim forms will be included in your grant offer pack and can also be downloaded from the project website.

Interim claims backed by receipted invoices can be submitted at stages during your project in line with agreed milestones as set out in the Grant Offer paperwork, at a minimum value of 20% of total grant, and up to a maximum value of 80% of the total grant. For larger projects, and particularly those involving capital elements, a larger payment will be retained for the final claim.

The final claim must be accompanied by an evaluation report on your project to include:

- Assessment of impact, did the project achieve what it set out to do and any lessons learnt
- Photographs of project work, materials and activities
- Evidence of publicity including acknowledgement of the Land of Iron project and its funders

The project team will be able to assist you in evaluating your project and the Approved Project Outline in your Grant Agreement will contain the key milestones, outputs and measures of success expected from your project.

All claims for payment must be accompanied by copies of receipted invoices.

Projects may be invited to attend Land of Iron Steering Group and Partnership meetings to present an update and evaluation of their project.

## Review

This scheme will be periodically reviewed and these grant guidelines may be subject to change.

## Contact details

Land of Iron Project Team  
North York Moors National Park Authority, The Old Vicarage, Bondgate, Helmsley, York YO62 5BP  
01439 772700  
[landofiron@northyorkmoors.org.uk](mailto:landofiron@northyorkmoors.org.uk)  
[www.northyorkmoors.org.uk/landofiron](http://www.northyorkmoors.org.uk/landofiron)