

Community Heritage Grants

Guidance Note



Introduction

This document contains summary details of Community Heritage Grants which can be awarded by Aberdeen City Heritage Trust.

Aberdeen City Heritage Trust is a Limited Company and Scottish Charity which receives financial support from Historic Environment Scotland and Aberdeen City Council.

The Trust will consider making grants available to support repair or interpretation of local heritage. Additionally the Trust will consider supporting work where it will result in a Building At Risk (BAR) being removed from the national register.

Further information about who can apply is set out below.

All grants offered by the Trust are discretionary. There is no automatic entitlement to receive a grant for a project even where it seems to meet Trust criteria.

Who can apply?

The principal purpose of Community Heritage Grants is that projects are community-led and provide significant benefits to the community.

Typically, the Trust will consider applications from not-for-profit organisations such as charities or trusts, community or voluntary groups, student groups, “friends of” groups, community councils, community interest companies and social enterprises. It may also be possible to support individuals who are carrying out research. This list is not exhaustive.

Applicants will preferably have a recognisable constitution and office-bearers with clear lines of accountability. It should be clear how an organisation operates and funds its activities. If receiving a grant, the applicant/organisation will need to have a bank account into which any grant payments can be made.

The local council will not normally be permitted to apply for grant, however, there will be a requirement that it will contribute to projects where it remains the owner of a structure that will benefit from a grant for repair.

It is for the Trust to consider whether your organisation is of a type and configuration that it can support.

What can we fund?

Aberdeen City Heritage Trust operates within the boundary of Aberdeen City. The Trust will consider applications directed towards three main types of project that focus on Aberdeen’s heritage:

1 Buildings at Risk

Aberdeen City Heritage Trust is looking to support progress towards removal of BAR from the national register.

Applications will be considered where study is required to establish, for example, the current condition of fabric and the need for remedial repair, the development potential of a building, audience studies, and other agreed studies carried out in support of applications for funding from grant giving bodies. Recruitment of any specialist consultants must be fair and open, in a format agreeable to the Trust. It must adequately demonstrate to the Trust’s satisfaction that any study will allow progress towards a realistic proposal to allow a BAR to be taken off the Register.

2 Repair of Community Heritage

Community Heritage Grants for repair works only apply to “buildings” (see below) outside the Trust’s Priority Areas for its Building Repair Grants. Details of Trust priority areas and how to apply for grants under its Building Repair Grants Scheme can be found at www.aberdeenheritage.org.uk.

“Buildings” may be Listed Buildings or any other structure the Trust accepts has sufficient architectural or historic value to merit its support. The legal definition of building includes any structure or erection.

Grants will support substantive repair or restoration carried out in accordance with current Historic Environment Scotland guidance and conservation best practice. Guidance as to what work may be eligible for assistance can be found in the Trust’s “Eligible Works” guidance www.aberdeenheritage.org.uk. More specialised types of repair will require further discussion and agreement with the Trust in advance of works being priced and any application being submitted.

Grants are not normally available for work that the Trust considers to be routine maintenance, such as patch repairs or schemes of redecoration.

Applicants will demonstrate a plan for future maintenance of any grant-aided structure is in place. Any grant will contain repayment clauses. In the event that maintenance is not carried out the Trust will recover grant.

3 Interpretation of Community Heritage

The Trust wants to develop a better understanding and appreciation of our heritage. Grants may support, for example:

- a historical study on an aspect of the built heritage, such as an historic building or street
- the creation of a walking tour focusing on an area or individual buildings of recognised built heritage
- a local reminiscence project related to the historic built environment
- academic research/study in collaboration with an educational establishment
- research on a particularly important but locally under-recognised historical figure or community

Any project should lead to materials being published in a manner that makes them accessible to the public.

The Trust will not support the erection of commemorative plaques or similar recognitions. Aberdeen City Council has its own plaque scheme which, from time to time, allows famous people or events to be recognised.

What must your project deliver?

We want your project to be meaningful and to have lasting effect where a grant has been offered. In your project you must demonstrate:

- how heritage will be better managed
- how the condition of heritage will be improved, or progress made towards improvement/reuse
- how heritage will be better identified, interpreted and explained
- what people will have learned about heritage
- what skills participants in your project have developed
- what voluntary input has been made, and
- how the project has reached the wider community

How do we apply?

Having read through the information in this guidance note, if you want to find out whether your property and any parts of your community heritage project may be eligible for grant assistance, you should complete the Preapplication enquiry form available from the City Heritage Trust website at www.aberdeenheritage.org.uk and submit this to the Trust.

Should your project contain eligible works amounting to what the Trust considers to be a viable application, you will be invited to complete a Community Heritage Grant Application form.

The fact that your project generally meets Trust eligibility criteria, does not mean you are automatically entitled to receive grant assistance. The Trust will consider each application on its own merit and decide whether a grant will be offered.

With your Grant Application form you will need to submit sufficient evidence to satisfy the Trust that your project will be delivered on a value for money basis. This will normally mean obtaining three quotations/tenders for the cost of the project unless, with the Trust agreement, the specialist nature of the work or project makes this impracticable. Other supporting information will be required with your application.

The Trust will then consider your application and decide whether to make an award of grant.

Any award of grant will have conditions that you will need to understand and accept. Grant payments will normally be made based on completed works. The Trust will consider making interim payments of grant on a case by case basis.

Work started before an offer of assistance from the Trust is formally accepted, will not normally be eligible for assistance. Retrospective applications for grant will not be considered.

It is the applicant's responsibility to investigate and ensure that all necessary permissions are in place prior to any work supported by a grant being started, and you will need to provide evidence of statutory consents/permissions as part of your application. All relevant copyrights and permissions for use of historic materials/ images etc... will need to be in place to allow delivery of your project.

A Trust grant award does not over-ride or replace the need for you to obtain all necessary statutory permissions or consents or permissions for the use of images or other copyrighted materials.

The fact that your project has statutory permission or consent does not, however, mean that work will be eligible for grant assistance. Applicants need to ensure that they comply with all relevant legislation and that the proposed work also meet the requirements of the Trust.

Repeat applications in relation to the same project or built structure will not be accepted unless otherwise agreed by the Trust

The Trust will review all sources of funding you have applied for or expect to receive towards your project. You will need to demonstrate that you have all the necessary funds agreed and in place prior to the start of your project.

Grant rates

Grant rates may vary depending on what type of work you propose however the maximum grant normally available is 75% of eligible costs up to a maximum grant of £5,000. Grant rates are discretionary and may be varied subject to the demand for grants.

Further information

Historic Environment Scotland is the body that is responsible for "listing" buildings of architectural or historic interest. More information about Listed Buildings can be found at:

<https://www.historicenvironment.scot/advice-and-support/listing-scheduling-and-designations/listed-buildings/search-for-a-listed-building/>

Aberdeen City Council is responsible for designating Conservation Areas. Further information about Conservation Areas can be found at:

<https://www.aberdeencity.gov.uk/services/planning-and-building/building-conservation-and-heritage/conservation-areas>

Contact

To discuss your proposal and find out more about the Trust's Community Heritage Grants then contact:

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Aberdeen City Heritage Trust
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Aberdeen
AB10 1WS

Telephone: 01224-522755

Email: info@aberdeenheritage.org.uk

www.aberdeenheritage.org.uk

<https://www.facebook.com/aberdeenheritage>

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Data Protection Statement

Aberdeen City Heritage Trust (the “Trust”) is registered under the Data Protection Act 2018. If you submit an application for grant form to the Trust (your “application”), the Trust will use the personal information you provide on your application for the purposes of processing your application and for contacting you by mail, telephone and e-mail about your application.

We will only use your personal data when the law allows us to. Most commonly, we will use your personal data in the following circumstances:

- Where we need to perform the contract we are about to enter into or have entered into with you.
- Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.
- Where we need to comply with a legal, regulatory or contractual obligation.

The information you provide on your application may be made available to:

- 1) Aberdeen City Council, for the purpose of verifying the presence of or need for any statutory consents and in order to assist in the evaluation of your application.
- 2) Historic Environment Scotland, for the purpose of reporting on the use of and seeking the release of public funds to the Trust for the purpose of making awards of grant.

Your address (excluding your name) may also be included by the Trust in details of properties identified as being the subject of grant, which may be made publicly available or used for the purposes of academic research.

By signing your application, you acknowledge that Aberdeen City Heritage Trust is required to process the personal information you provide in it for the purposes described above.

Further details of our data protection provision may be found in our Privacy Policy available at www.aberdeenheritage.org.uk/privacy-policy or by contacting the Trust’s Project Officer.

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