

Architectural Heritage Fund (AHF) - Project Development Grants

Grants are available for not-for-profit organisations in the UK to cover some of the costs of developing and co-ordinating a building project and taking it towards the start of work on site.

Fund Information

Funding body: The Architectural Heritage Fund

Maximum value: £ 25,000

Application deadline: 16/02/2018

Background

The AHF is an independent charity that was established to encourage and support the work of organisations dedicated to the preservation and renewal of buildings of architectural and historic significance which have failed to find a viable re-use on the open market.

Objectives of Fund

The Architectural Heritage Fund's grants are designed to help deliver its overall strategic objectives and outcomes for heritage and communities:

- Objective One: to support people, communities and organisations to take ownership, to repair and to adapt historic buildings and places for new sustainable uses.
- Objective Two: to attract more investment for the conservation and sustainable re-use of the UK's architectural heritage.
- Objective Three: to inspire the start up and growth of new community enterprises that utilise historic buildings and places for public benefit.
- Objective Four: to demonstrate the value of a well-managed historic built environment by championing and showcasing the impact of the projects AHF have supported.

The Project Development Grant (PDG) scheme is intended to assist an organisation to cover some of the costs of developing and co-ordinating a project and taking it towards the start of work on site.

Value Notes

Grants of up to £25,000 are available.

Please note: as a social investor, AHF may wish to purchase Community Shares if the project offers AHF the opportunity to do so. AHF may decide to do this instead of offering a grant or AHF may want to exchange a grant for Community Shares at a later date.

Match Funding Restrictions

Applicants are generally expected to cover at least 50% of the cost of the work.

Who Can Apply

To apply for a grant, organisations must be a formally constituted and incorporated charity or social enterprise whose members have limited liability.

This includes:

- Charitable Incorporated Organisations (CIOs).
- Charitable Companies Limited by Guarantee.
- Not-for-private-profit Companies Limited by Guarantee.
- Community Interest Companies (CICs) Limited by Guarantee.
- Community Benefit Societies.
- Parish and Town Councils; Community Councils (in Scotland and Wales).

If the organisation is not a registered charity then it must have an asset lock in place. This is a provision in the governing document to protect its assets. It means that if the organisation is wound up any assets must be transferred to a similar not-for-profit organisation (another asset-locked body) once creditors have been paid.

Applications are welcome from organisations working in partnership, including joint applications from voluntary sector groups with commercial partners. A not-for-profit organisation must be nominated as the lead applicant. Applicants must provide a signed partnership agreement indicating the involvement of each partner and how the project will be managed.

In exceptional cases applications will be accepted from third parties applying on behalf of unincorporated organisations but normally the organisation applying for a grant must be the one intending to carry out the building's repair and conversion to new use.

Location

United Kingdom

Terms and Conditions

Successful applicants are required to report regularly on the work being undertaken. This will include a report to accompany the final grant payment claim. Applicants will be contacted one year after the grant expiry date and at annual intervals for up to 10 years afterwards to find out what progress has been made.

Restrictions

Funding is not available for the following:

- Private individuals.
- Unincorporated trusts or associations.
- Local authorities and other public sector bodies.
- For-private-profit companies, unless in a partnership led by a charity or social enterprise.
- Churches or other places of worship, where the building will remain in use primarily as a place of religious worship.
- Projects that simply involve upgrading existing uses within a building and do not involve a change of ownership.
- Capital works (such as building repairs, installation of services, landscaping, access improvements or heritage interpretation displays).

Eligible Expenditure

All applications must concern projects that have recently involved or will result in a change of ownership and/or a change of use. The development work should enable the organisation to make measurable progress towards the goal of acquiring an historic building and/or adapting it for a new use.

To qualify for a Project Development Grant, applicants must be able to show that the project proposal is broadly viable. To demonstrate viability, applicants are usually expected to submit a viability appraisal, a feasibility report or similar. In assessing the application, AHF will consider how likely it is that the project will be able to attract the capital funding required and whether there is sufficient evidence of demand for the proposed use(s) of the building. At this stage AHF will also need to be convinced that the proposal will not harm the historic character of the building. AHF will need to see evidence that the organisation has sought conservation advice from the relevant authority and that there is no reason in principle why planning permission and listed building consent would not be granted, if appropriate.

Grants are for project development costs only and not for on-site capital works. Funding is available for any work that is essential for taking the project forward towards the goal of revitalising an historic building. Applicants must explain how a particular piece of work or activity will enable this. Examples include:

- Employment of a project co-ordinator, either someone appointed externally on a consultancy basis or an existing employee(s) working additional hours or on this specific project.
- Fees for consultants needed to help progress the organisation's plans, such as architect, quantity surveyor, structural engineer, mechanical and electrical engineer.
- Property valuation by a RICS registered valuer.
- Fundraising consultants.
- Business planning consultants.
- Costs associated with developing a bid to the Heritage Lottery Fund or other capital funders, such as Activity Plan, Training Plan, Conservation Management Plan.
- Costs of community engagement work, such as pop-up events, consultations.
- Legal costs where this is critical in establishing ownership or the viability of proposed uses, such as advice on restrictive covenants, or for advice on governance, such as to develop the organisation's constitutional model to best enable it to take the project forward.
- VAT costs that cannot be reclaimed.
- Organisation's overheads/administration costs.
- Costs associated with converting an existing charity or social enterprise into a Community Benefit Society.

AHF will assess whether the grant application is a high, medium or low priority in each of the following categories:

- **Heritage need** - priority will be given to projects involving historic buildings that have statutory protection (ie listed or in a Conservation Area and of acknowledged historic significance) and at risk. AHF will consider applications for unlisted buildings if it can be shown that they are highly valued as heritage assets by the local community. This may include local listing or being identified as a heritage asset in a neighbourhood or parish plan. AHF will need to see that there will be a conservation-led approach to

development in all cases. If the building is not on a national or local register of heritage at risk then applicants should explain why it is under threat. This may be due to the building's condition, redundancy, change of ownership or a current use that economically unsustainable.

- **Social impact** - priority will be given to projects that have the potential to make a significant positive social impact, particularly (but not exclusively) in disadvantaged areas such as urban communities experiencing structural economic decline or isolated rural areas with poor access to services. AHF wants to help build stronger and more cohesive communities by supporting projects that will create employment, training and/or volunteering opportunities both during the project's development and in the years following completion. AHF wants to encourage community ownership of heritage assets and support the growth of community businesses, bringing disused or under-used historic buildings back into productive use. High priority projects will show evidence of active community engagement. The building may be listed as an Asset of Community Value or the applicant may be planning a Community Share issue, for example.
- **Why now?** - the work should help the organisation reach planned milestones in the project's development and there should be a tangible outcome – for acquisition of a property. Is the work absolutely essential at this time? What difference will it make? What might happen if the project is not progressed now? Applicants must be able to show that the project will move forward as a result of the investment. AHF have identified the key stages of a project's development on its Theory of Change model. Organisations should be better equipped to deliver the project as a result of AHF funding.
- **Financial need** - AHF will assess the organisation's ability to contribute towards the cost of the work. Priority will be given to applications that can provide at least 50% partnership funding from other sources. This helps to demonstrate a wider commitment to the project and a willingness to share some of the risk. Even small donations from the local community and funds raised through crowdfunding help to show wider community 'buy-in' to what the organisation is trying to achieve.

Successful applications will usually be assessed as a high priority in at least three of the categories above.

How To Apply

Applications for grants of up to £5,000 can be made at any time with decisions usually given within six weeks.

Applications for more than £5,000 are considered by the AHF Grants Panel at their quarterly meetings.

The 2018 deadlines for applications are 5pm on the following dates:

- 16 February for 28 March Grants Panel meeting.
- 11 May for 20 June Grants Panel meeting.
- 24 August for 26 September Grants Panel meeting.
- 2 November for 13 December Grants Panel meeting.

Applicants are strongly encouraged to discuss any potential application with the relevant Support Officer in their area before submitting an application.

Applications forms are available to complete online at the Fund's website.

Payment Procedure

The grant will only be disbursed upon receipt of copies of relevant invoices for professional fees or time sheets if the work is done in-house.

Useful documents & links

Useful Links

<http://ahfund.org.uk/priorities/>

Addresses and contacts

For further information on how to obtain this grant locally, please contact the following:

- Enquiries**

The Architectural Heritage Fund

3 Spital Yard

Spitalfields

London

E1 6AQ

Tel: 020 7925 0199

Email: ahf@ahfund.org.uk