



Historic England

Everyday Heritage Grants: Celebrating Working Class Histories

Call for Proposals

Date of Issue: February 2022

What are these grants for?

The ways we mark and recognise the past in our public spaces are a powerful and emotive tool for understanding and interpreting history, but not everyone's stories are told and not everyone's history is remembered.

Everyday Heritage Grant projects will help us to further our collective understanding of the past. They are designed to build on Historic England's commitment to inclusion, diversity and equality of opportunity in all our work. You can find out more in our [Strategy for Inclusion, Diversity and Equality](#).

The grants are for projects that focus on **heritage connecting people to historic places**, specifically those people and places that are **overlooked** or **underrepresented**.

In this first round, we are interested in projects that celebrate **working class histories and the historic places that make up everyday life**.

We want to fund projects that recognise and/or celebrate:

- Places where ordinary people work and live;
- Working class communities and areas;
- Work and workers;
- People from lower socio-economic backgrounds;
- Heritage related to places with low social mobility;
- Social housing;
- Industrial heritage;
- Community heritage;
- Rural stories;
- Coastal towns.

We are inviting applications for **grants of up to £25,000** and are especially interested in funding a number of smaller projects of **up to £10,000**.

Who can apply?

- ✓ All **organisations** and **individuals** are eligible to apply including **community interest groups, charities** and **local authorities**.
- ✓ We are especially interested in applications from groups and individuals that are not heritage organisations but can deliver heritage projects. While we are willing to fund proposals with links to established heritage institutions, we are especially interested in funding **community led** projects.
- ✓ We are particularly interested in supporting projects that represent **Black, Asian and other minority ethnic, LGBTQ+, disabled, neurodiverse, working class, women's histories and heritage and young people**.
- ✗ Please note these grants are not designed to fund reinterpretation of museum collections, but rather are to fund projects to uncover people's stories in relation to buildings or historic places or sites. The buildings or sites do not need to be listed by Historic England for applications to be eligible for a grant.

Eligibility checklist

Use this checklist to ensure your project is eligible.	✓
Does your project relate to working class histories? (as outlined in the ' What are these grants for? ' section above)	
Does your project have a strong connection to place? (buildings, historic sites or places, local areas)	
Will your project cost up to £25,000? Please note we are also looking to fund a number of smaller projects under £10,000	
Does your project centre around co-creation (see ' What does co-creation mean? ' section below)	
Does your project take into consideration disabilities and other barriers to access?	
Will your project encourage communities and local people to learn more about their local historic places and tell their own stories about them in their own ways?	
Will your project engage volunteers who are young people, or people at risk of loneliness and social isolation?	
Will your project contribute positively to participants' wellbeing?	

What do we want these projects to do?

- To have co-creation at the centre (see [What does co-creation mean?](#) section below);
 - To allow people to share overlooked or untold stories of the places they live in creative ways;
 - To encourage communities and local people to learn more about their local historic places and tell their own stories about them in their own ways;
 - To provide exciting volunteering opportunities for young people, or people facing loneliness or isolation;
 - To contribute positively to participants' [wellbeing](#);
 - To help Historic England to broaden the public's understanding and knowledge of different types of heritage, and to promote enjoyment of local heritage
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- ✓ Grant recipients must co-create the work with relevant communities; we value the process as much as the outcome.
 - ✓ The product and the process must have accessibility at their core, applications should demonstrate consideration of disabilities and other barriers to access.

Further support with applying

For further support with creating a proposal, we will be hosting online drop-ins where we will talk through the application process, and there will be an opportunity to ask questions.

Everyday Heritage Grants – creating a proposal and application support drop in sessions:

10.30 - 12.00 Tuesday 22 March 2022,
15.30 - 17.00 Thursday 31 March 2022

Please note, we are offering two sessions to ensure that we can support as many applicants as possible, please just book onto one of the dates.

Reserve your space at one of these events by contacting us at EverydayHeritage@HistoricEngland.org.uk. We will send you a zoom link and joining instructions.

If you have any specific questions about the call for proposals or completing the application process that you would like us to address in the drop-in sessions, please include them in your email.

Contact information

For questions about the project including the application process and deadlines please get in touch

✉ EverydayHeritage@HistoricEngland.org.uk

If you would like this document in a different format, please get in touch.

What do we want your projects to achieve?

As a result of this work:

- Heritage and stories that have been overlooked will be recognised and revealed
- Buildings, historic sites, places or local areas will be the inspiration for exploring people's stories
- People will have the opportunity to tell their own stories, in their own way
- Local people will have the opportunity to connect with people in their community
- Local people will have been involved throughout the process
- People will have a greater understanding and enjoyment of the diversity of heritage around them

Historic England has adopted a Public Value Framework (PVF) to provide assurance to its stakeholders, including the public, that it invests public money in ways that give the most value.

[Historic England's Public Value Framework](#) is based on the 2017 report 'Delivering better outcomes for citizens: practical steps for unlocking public value' (Barber, Nov 2017). All projects will need to deliver public value.

What does co-creation mean?

When we talk about co-creation, we mean projects:

- that are built around **mutually beneficial relationships between communities, contributors, participants and facilitators**;
- where **everyone involved plays an active role** and their **expertise is treated equally**;
- where the **process** is valued as highly as the product/s;
- that everyone involved can **feel proud** of;
- that have a **lasting legacy**;
- from which both Historic England and those involved can learn.

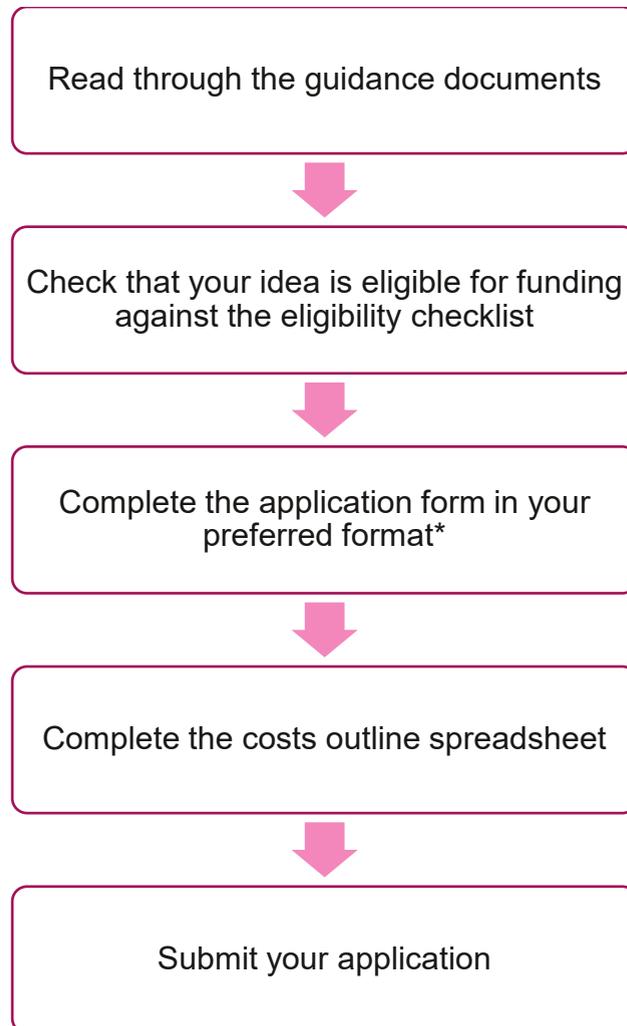
At Historic England, we are currently developing a new strategy for Active Participation. We are approaching these grants with the following values:

- Everyone has a right and a role to play in caring for and shaping heritage and our historic environment;
- A passion for heritage begins with delight and wonder, not necessarily knowledge and facts;
- There are many routes into a passion for, or engagement with, the historic environment and heritage;
- Tangible tools and support are needed to get projects off the ground, and opportunities to build the skills that sustain our efforts;
- People alongside us are a source of energy and fun to help get projects going, and a source of resilience for carrying on.

Budget

- We have a total budget of £300,000 for this work.
- We will accept proposals with costs of up to £25,000 but we are particularly keen to fund a number of smaller projects up to £10,000.
- We do not require match funding, but partnership funding or in-kind/volunteer contributions are encouraged.

How to apply



* you can submit an application in the following formats:

- by emailing the application form and costs outline spreadsheet as attachments to EverydayHeritage@HistoricEngland.org.uk (our preferred option)
- by submitting a video or audio application (see below for further details of how to do this)
- by printing out your completed application and posting it to:

Everyday Heritage Grants
Public Engagement
Historic England
4th Floor
Cannon Bridge House
25 Dowgate Hill
London EC4R 2YA

Video and audio applications

We recognise that for some applicants, a video or audio submission may be preferable. If you wish to apply this way, please get in touch at EverydayHeritage@HistoricEngland.org.uk to discuss.

You will still need to complete the budget spreadsheet to outline the costs of your proposal.

Timetable

Projects can start as soon as a contract has been signed and should aim to complete by September 2023.

Proposals must be submitted by **midday on Monday 23 May 2022**.

Applicants will be informed of the decision in late June and July 2022.

Wednesday 23 February 2022	Launch of Everyday Heritage Grants
10.30 - 12.00 Tuesday 22 March 2022 15.30 - 17.00 Thursday 31 March 2022	Drop in sessions for application advice and support
12.00 Monday 23 May 2022	Advert closed
Late June - July 2022	Successful applicants notified, comments and revisions if necessary
Late June - July 2022	Contracts issued
July - August 2022	Feedback to unsuccessful candidates
July 2022 - September 2023*	Project delivery
October 2022 - September 2023	Documentation of projects collated
September 2023*	Projects completion
October 2023	Sharing Event
November 2023	Web page launch

* We realise that the period of Covid-19 related impact still remains unknown therefore we will be open to flexibility with timetables in response to any further changes.

How will we assess your proposal?

Assessment criteria for proposals will be based on:

- How the project reveals overlooked heritage stories;
- How the project relates to buildings, historic sites, places or local areas;
- The extent to which communities will be involved in the process, including volunteering opportunities for young people and those at risk of isolation or loneliness;
- Demonstrable community buy-in and support for the work;
- Realistic and achievable methods which will deliver the aims and outcomes;
- Realistic costs, timescale, and value for money;
- The ability of the project to achieve [outcomes that deliver public value](#).

Project evaluation

Historic England will develop an approach to evaluate all projects.

The recipient's role will be to **gather data** before, during and after the project. Historic England will confirm the nature of the data and timetable for collection before projects are underway. Historic England staff will be available to advise and support this data gathering.

We would also like to highlight that your project will be an opportunity for us to evaluate and develop our own understanding and learning of uncovering overlooked heritage as the project progresses.

You will be contacted by us or our evaluation partners to participate in a data gathering exercise or for feedback. This is intended to be light touch and not burdensome on you or your projects.

Acknowledging your grant

We ask that you share the news of your project and our funding with the public and key stakeholders whenever you can. We encourage grant recipients to publicise their projects by reaching out to the media, promoting on social media (e.g. Twitter, Facebook) and contacting your local MP.

We encourage you to do this both during your project and afterwards, to celebrate what you have achieved.

Historic England will provide a Communications Toolkit, designed to help you achieve creative and effective publicity for your project.

Please note

The Historic England Media Team will be making a public announcement about the organisations that are successful in receiving grant funding. If you are offered funding and plan to share the news externally about your grant, please do not do so before this announcement. We will let you know about dates and plans so that we can coordinate, and cross promote.

Management and reporting arrangements

Grants will be administered via standard Historic England contracts. If you are a sole trader, rather than a limited company, association or partnership, you will need to complete an Employment Status Questionnaire (a requirement of Historic England by Her Majesty's Revenue and Customs) and provide confirmation from HMRC of your registered self-employed status.

Please note all contractors funded by Historic England must be IR35 compliant. This means that contractors should be able to demonstrate that the correct tax is paid, and that National Insurance Contributions are attributed correctly.

Please note, should your proposal be successful, it is Historic England's standard anti-fraud procedure to ask any new payee to provide us with confirmation of the bank details that funds are to be paid into on a document issued by the bank, such as a paying-in slip or a bank statement with any sensitive information redacted.

Grant administration, reporting and monitoring requirements

Grants will be administered by the Historic England Grants Team. Project Assurance and routine monitoring of standards, progress and expenditure will be undertaken by a Historic England Project Assurance Officer (PAO) who will also provide grantees with guidance throughout the project, but applicants should note the PAO will not manage the project. All proposals should include a named individual who is ultimately responsible for grant recipient project delivery.

Individual reporting structures will be decided depending on the length and the grant value of the project. You will be expected to produce highlight/progress/risk reports at appropriate points throughout the project as detailed in your agreement. We will also expect you to keep accurate financial records of spend against budget and to submit an end-of-project report which includes evaluation and lessons learnt.

Copyright

Ownership and copyright of project outputs will rest with the creator; however Historic England will be granted an in perpetuity, royalty free licence to use or sub licence project outputs. Terms of licencing will be agreed on contracting, and are expected to cover a range of uses including:

- Promotion of the project by Historic England online, via social media and in print
- Promotion of the project through the media

Model release forms will be required for anyone taking part in video, audio recordings or photography in line with GDPR regulations. Forms will be supplied by Historic England and need to be completed and submitted with the final outputs.

Additional information

How will these grants support Historic England's work?

Please note, this section is just for information. We do not expect you to address each of these areas in your application.

As well as directly aligning with our statutory remit to promote the public's enjoyment of, and advance their knowledge of, heritage and the historic environment, these grants will help to support our [Inclusion, Diversity and Equality Strategy](#) and our upcoming Active Participation and Wellbeing strategies.

This work also supports Historic England's Future Strategy and Corporate Plan and will deliver against all three of the focus areas: Thriving Places, Connected Communities and Active Participation.

Here are some other ways in which these grants will help to address our corporate priorities. They will:

- Help heritage sector organisations to work better with communities;
- Build knowledge and skills in communities;
- Extend our audience reach;
- Increase our relevance and brand awareness;
- Create case studies for sharing our knowledge and informing new ways of working;
- Help us to continually evolve ways of sharing our work and inspiring people to take action;
- Reflect society's diversity in Historic England programmes and projects;
- Help people to make unique memories in the historic environment through participative experiences;
- Engage people to see the historic environment as an important part of our everyday lives, and to get involved.