

Town Clerk - Hazel Catt

From: WMT Grants <grants@warmemorials.org>
Sent: 13 December 2017 12:37
To: Town Clerk - Hazel Catt
Subject: WM2343 Pre-application enquiry response for Frodsham war memorial
Attachments: Conservation contractors and prof advs v2016 - 2.pdf; Grants Application Form v20160718.doc; Grants Guidance Notes v20160718.pdf

Our ref: WM2343

Dear Hazel,

Frodsham war memorial

Thank you for returning your Grants Pre-application form for the above memorial. From the information and photographs submitted I think that your project could be eligible for funding through schemes managed by War Memorials Trust.

Please note there is currently high demand for grants so just because a project is eligible for funding does not mean the Trust can guarantee a grant can be made. All grant applications are subject to available funding with support given to those memorials where there is greatest need. Works which relate to the urgent repair and conservation of the fabric of the war memorial will be given higher priority and as such I advise that parts of your project may be lower priority. This does not mean you should not apply but we feel it is appropriate to let you know that grants are competitive to ensure you are not disappointed if your application is not successful due to high demand.

Should you wish to clarify what is eligible for grant funding then our What we can and cannot fund helpsheet is available on our website at www.warmemorials.org/funding.

Application Process

As your project may be eligible for funding please find attached a Grants Application Form (Word document) and Guidance Notes. You should read the Guidance notes, complete the Application Form and return it to War Memorials Trust to make an application.

Grant Offers can be made at up to 75% of eligible costs and up to a normal maximum of £30,000. Grants are assessed following the **quarterly deadline** dates: 31st March, 30th June, 30th September and 31st December. Applications can be submitted at any time; early submission may enable a Conservation Officer to make a preliminary assessment and request further information to enable them to make a full and quick assessment following the deadline.

With high demand for grants it is vital applicants submit **good quality** applications including all information requested, demonstrate that works proposed are in-line with best conservation practice and **take on board the information given in this email and attachments**. When assessment takes place urgency, appropriateness of works and

available funding will be key factors in determining which projects are successful in obtaining a grant.

Please ensure you read all the Guidance Notes and Application Form questions thoroughly. Key things you will need to supply are:

- A comprehensive set of **photographs**, showing each aspect of the memorial you wish to undertake works to if not already supplied with your pre-application form. If you are happy for us to use your Pre-application form photographs please confirm this in your application. Again, failure to provide these will delay your application as assessment will not take place without appropriate photographs. You need to show us the problems in full.
- Information on the **history** of the memorial. Our 'Researching the history of a war memorial' helpsheet providing advice on how to do this and can be found at www.warmemorials.org/helpsheets/#R
- A Method Statement explaining what works you plan to do. To help produce this our helpsheet Preparing a method statement can be found at www.warmemorials.org/helpsheets/#P
- Comparable **quotes/tenders** will vary depending on the total costs of your project. Full information on this is found in the documents or at www.warmemorials.org/quotes. Please note all costs should be clearly itemised. If your project is likely to be over £10,000 please be aware you must have a conservation-accredited professional advisor involved, failure to arrange this will lead to your application being delayed. Should you wish to clarify what this means please contact us.

I have also attached our helpsheet Conservation contractors which may be of assistance. It provides details of organisations who have lists of professional conservators that have undertaken conservation work of a type applicable to war memorials. Please note that most conservation practices work countrywide. The Trust cannot make recommendations on specific conservation practices/companies but this information may help you identify people to work on your project.

War Memorials Trust is unable to fund work already started or finished, so please do not commence work prior to receiving a decision on your application.

If you are planning to complete the Application Form by hand then please contact War Memorials Trust as there is a different Application Form available for this; the form attached is for electronic completion.

If you have any queries, please contact us at grants@warmemorials.org.

Regards,
Peter

Mr Peter Lloyd
Conservation Officer