



Resilient Heritage £10,000 - £250,000

Notes on completion

Summary

Name of your Organisation

The Battle of Prestonpans [1745] Heritage Trust

Project title

In no more than 15 words, please choose a title which you think best describes your project. This will be seen externally, on our website and by our decision takers so please ensure that you choose a title that you are happy for a wide range of people to see.

Comparative Audit of Our First Decade & Determining Optimal Way Forward

Reference number

RH-17-08208

Project summary

In no more than 200 words, summarise your project. We will use this text to tell people about your project, including our decision takers who will see your description as part of the assessment process.

We shall [i] take critical external advice to evaluate all the activities of the Trust since 2006, including its organisational structure and future plans, as it has sought to advance the conservation and interpretation of the heritage arising from the battle of Prestonpans in 1745. This will necessarily include the heritage assets in the Trust's care such as the Prestonpans Tapestry. In parallel [ii] the Trust's own Sessional Staffs will themselves undertake a comparative study of best practices in both battlefield conservation and interpretation internationally and tapestry conservation and presentation.

These two outcomes will [iii] be publicly reported and provide the basis for a national and communitywide debate to determine the best way forward for the Trust including clear proposals for the care of the Trust's heritage assets. The debate locally will engage not only officers from the community and county councils but also historians, re-enactors, embroiderers and school groups - all of whom have shared in the activities since 2006. It will be led by the Trust's Sessional Staffs with the benefit of external mentoring so that the Trust will be well prepared to implement the emergent best way forward.

Have you received any advice from us before making your application?

Yes

Please tell us who you received advice from.

Tom Ingrey-Counter & Diane Gray in Edinburgh

Is this your first application to the Heritage Lottery Fund?

No

Please tell us the reference number and project title of your most recent application.

RH-17-05-105 - Evaluating Our First Decade and Implementing Plans for the Next

Section one: Your organisation

1a Address of your organisation:

Address line 1	The Prestoungrange Gothenburg
Address line 2	227/229 High Street
Address line 3	
Town / city	Prestonpan
County	East Lothian
Postcode	EH32 9BE

1b Is the address of your project the same as the address in 1a?

Yes

Local Authority within which the project will take place

East Lothian

Constituency within which the project will take place

East Lothian

1c Details of main contact person

Name

Dr Gordon Prestoungrange MBE

Position

Joint Chairman

Is the address of the main contact person the same as the address in 1a?

Yes

Daytime phone number, including area code

01604 858322

Alternative phone number

01875 819922

Email address

prestoungrange@aol.com

1d Describe your organisation's main purpose and regular activities

Our Charter:

"The Charity is established for the purpose of advocacy on behalf of the preservation of the site of the Battle which took place near to Prestonpans on September 21st 1745, the honouring of those who fell, and for the advancement of heritage research and education leading to greater understanding and proper remembrance of the Battle, including studies facilitating the interpretation of all matters leading up to and consequent upon the Battle and the social and environmental context in which it was fought, and in so doing making use of all manner of literary, artistic and other representation to enable the widest possible appreciation of the heritage to be discerned."

Our Regular Activities are:

Advocacy in defence of our battlefield - which has been threatened with industrial development - and its future conservation and interpretation

Stewardship of battlefield memorials and interpretation @ Bankton Doocot all under lease from East Lothian Council

UK and international touring displays of Battle of Prestonpans and Scottish Diaspora Tapestries

Annual re-enactments/ commemorations in Prestonpans

Education visits to schools including our BattleGame Board

Biennial National Battlefields Symposium

Battlefield Walks including APP, interpretation boards and installed signage in English and Gaelic

Lectures/ Talks - national and local - on battle and tapestries

Research and publications including a vibrant website, animated DVD and germane music/ song CDs

Provision of archival and news websites @ www.battleofprestonpans1745.org

www.prestonpanstapestry.org & www.scottishdiasporatapestry.org + social media

1e The legal status of your organisation

Please select one of the following:

Organisation not in the public sector

Please select one of the following:

Community or voluntary group

Describe the size and staff structure of your organisation, your governing body and your financial situation.

The Charity is governed by a Board of Trustees of which the Executive Committee has met 95 times since foundation in 2006. It normally meets monthly. Our Committee of High Patronage includes many of today's Clan Chiefs and Representatives of Hanoverian Regiments who fought at Prestonpans.

We are wholly staffed by Sessionals and Volunteers including re-enactors; with no employed members.

We are funded by Project related Grants, Donations including at Re-enactments and Sales from Publications.

We have Restricted Funds of £100,000 donated to the search for a permanent home for the Battle of Prestonpans Tapestry.

If applicable, how many board members does your organisation have?

16

How much did your organisation spend in the last financial year?

37043

What level of unrestricted funds is there in your organisation's reserves?

£6,280

If your organisation is any of the following, please provide the information shown.

Company - give registration number

SC 302280

Registered Charity in England, Scotland or Wales - give registration number

SC 037447 HMRC Ref. RS STA 06-0330

Charity recognised by HM Revenue and Customs in Northern Ireland - give reference number

N/A

1f Will your project be delivered by a partnership?

No

1g Are you VAT registered?

No

Section two: The heritage

In this section, tell us about the heritage your project focuses on and why it is valued.

2a What is the heritage your project focuses on?

The project is focused on the heritage of the Jacobite Rising from Eriskay to Edinburgh and the climactic Battle of Prestonpans on 21st September 1745 at which Prince Charles Edward Stuart defeated the Hanoverian army of Sir John Cope. It was a triumph for 'The Charge' by predominantly Gaelic speaking Highlanders against infantry, cannons and dragoons that caused panic in London and was renowned throughout contemporary Europe. In retrospect, it is regarded as a significant event in Scotland's history, and from the 18th century onwards became an extraordinary focus for poetry, literature and song which endures to this day. The Prince's victory emboldened France to sign a Treaty of Support for The Prince at Fontainebleau.

It represents for the '45 Jacobite Rising what Culloden cannot - the spirit of hope and youthful ambition that inspired the Prince and the Highland Clans to advance into England as far as Derby during November in their campaign to regain the thrones for the Stuart dynasty, which had been lost in 1688.

This project focuses on the ongoing conservation and active/ living history interpretation of the battle site and the assets in the Trust's care. Very importantly it must determine how best to conserve and display the tapestries created by hundreds of volunteer embroiderers in Scotland and across the globe which are most significant assets.

The Trust arose from an RSA Coffee House initiative in 2006 and received HLF funding to undertake battlefield archaeology, the introduction of interpretation boards [with support from Bord na Gaidhlig] and the establishment of the Biennial Symposium on Scottish Battlefields [leading to the establishment of the Scottish Battlefields Trust in 2014]. This provided the fillip for all that has subsequently been accomplished not least the creation of the tapestries.

2b Is your heritage considered to be at risk?

Yes

Please provide information on why your heritage is considered to be at risk and in what way.

It is unrealistic to expect the Trust's initiatives and achievements of the past decade by Volunteers and Sessional staffs to be maintained solely on that basis. It is necessary to review and determine how best to step up for the future, to conserve the heritage assets in the care of the Trust, to sustain and develop active/ living history interpretation for the benefit of the community, and in the national and international interest. Without such endeavour what has been accomplished, and the assets in the Trust's care, are at risk.

The battle site, which gives our project its proper sense of place in a predominantly urban area. The western end has already seen house building but the great majority has remained under agriculture since September 1745. It is listed in the National Inventory of Battlefields. The recent threat of unnecessary industrial development whilst it has been owned by Scottish Power has been avoided after a sustained campaign from within the community and East Lothian Council has lately purchased it. The Trust's advocacy for the battle site's conservation for agriculture and active interpretation has been strongly supported in the community and internationally and importantly this campaigning has stimulated a very considerable increase in awareness and understanding of the battle's significance and cultural legacy. Continuing vigilance is still required as increasing pressure for housing and job creation is manifest.

2c Does your project involve work to physical heritage, such as buildings, collections, landscapes or habitats?

Yes

Tell us the name of the building(s), collections, landscape or habitat area

The Prestonpans Tapestry is the most significant asset that requires conservation and effective display as does its sister artwork, The Scottish Diaspora. The Trust also manages the the two Memorial Tables for the Clans and British Army Regiments that fought and died; the Battle Bing Viewpoint, the Bankton Doocot & Interpretation therein/ Gardiner's Glade, the Battle Cairn, Gardiner Obelisk and the Thortree Monument. A Battlefield Walk has been signed and interpreted in English and Gaelic together with an APP guide that covers the tapestry and the 1722 Waggonway which traverses the battlefield.

Does your organisation have the freehold of the building or land, or own outright the heritage items that your project focuses on?

No

Does your organisation have a lease of the building or land that your project focuses on?

Yes

How many years are left to run on the lease?

10 years renewable for present ELC/ community assets; the tapestries, Memorial Tables and Paintings are owned by the Trust. Negotiations are in hand to lease the Waggonway and Thortree Fields to return them to agriculture.

Does your organisation have, or are you planning to take out, a mortgage or other loans secured on the building or land, or heritage items?

No

Does a project partner have, or are planning to take out, a mortgage or other loans secured on the building or land, or heritage items?

No

For landscape projects, please provide an Ordnance Survey grid reference for your landscape.

55°58'N 2°57'W; / 55.96°N 2.95°W; / 55.96; Battle of Prestonpans

2d Does your project involve the acquisition of a building, land or heritage items?

No

Please tick any of the following that apply to your heritage:

**Accredited Museum, Gallery
or Archive**

**Designated or Significant
(Scotland) Collection**

**DCMS funded Museum,
Library, Gallery or Archive**

World Heritage Site

**Grade I or Grade A listed
building**

**Grade II* or Grade B listed
building**

**Grade II, Grade C or Grade
C(S) listed building**

How many buildings of this type are included in your project?

Bankton Doocot [HES Reference LB17548] + Memorials [6]

Local list

**Scheduled Ancient
Monument**

Registered historic ship

Conservation Area**Registered Battlefield** ×**Area of Outstanding Natural
Beauty (AONB) or National
Scenic Area (NSA)****National Park****National Nature Reserve****Ramsar site****Regionally Important
Geological and
Geomorphological Site
(RIGS)****Special Area of Conservation
(SAC) or e-SAC****Special Protection Areas
(SPA)****Registered Park or Garden**

Section three: Your project

In this section, tell us about your project. Make sure you include all your planned activities, and capital works if applicable.

3a Project plan

You must submit a Project Plan as part of your application; this is where you can provide us with information on what your project will do. Please read the programme application guidance for more information.

You will need to create your own project plan and attach it as a supporting document at the end of this form. A template document can also be found on the HLF website.

3b Explain what need and opportunity your project will address

The Trust needs an independent critical evaluation and review of its work to fulfil its charitable objects during its first decade, and to take external advice before determining an optimal way forward. This requirement was particularly highlighted by the HLF's critique of the Trust's application for lottery support to develop its planned Living History Centre in the former BathHouse at Prestongrange Heritage Museum. That critique called into question many of the assumptions the Trustees had made concerning the scale and sustainability of such a centre and the Trust's own skills and competences.

The project will [i] employ an external consultant to make an objective analysis of the Trust's work, and elicit opinions from authoritative organisations engaged in heritage battlefield conservation and interpretation in Scotland as to how the Trust might proceed in the future.

Simultaneously, [ii] the Trust's Sessional staff will research and evaluate how a comparable selection of successful battlefield and interpretations have evolved across the UK, Europe and North America, and how they engage with local communities, national and international interests especially in respect of conservation, interpretation, education and tourism.

Comparable tapestry conservation and display will be integral to both these studies at [i] & [ii].

The outputs on these simultaneous elements [i] & [ii] will be the basis for the Trust working with the community at large and its own Sessional staffs and volunteers, to determine [iii] its chosen/ optimal way forward. That way forward must particularly include strategies for the conservation and interpretation of all the heritage assets in the Trust's care - not least its tapestries.

In the conduct of element [iii] the Trust will specifically supplement its own internal volunteer mentoring competences with an external mentor and any recommended CPD courses. The whole sequence elements [i] - [iii] affords a significant opportunity for development of staffs.

3c What work and/or consultation have you undertaken to prepare for this project?

The Trust hitherto consistently envisaged that it would establish a Living History Centre as the hub for its activities and a permanent home ensuring the conservation and display of its tapestries. In this connection it had consulted widely and evaluated the recent developments at Culloden and Bannockburn. Since 2010 60+ exhibitions of the tapestries have been held across the globe attracting approaching 750,000 visitors. Displaying the Battle of Prestonpans Tapestry at Bayeux gave us the opportunity to discuss with the specialist staff there issues relating to textile conservation and interpretation. Economic feasibility studies for the Trust opined that a 'world class' centre, located close as Prestonpans is to Edinburgh, can be financially self-sustaining and bring very considerable benefits to the community.

However, the HLF critique took much of the wind out of our sails!

We have content analysed that critique, which challenged our assumptions concerning the Trust's competences and ambition. We have since engaged in extended consultation with HLF, sharing several scenarios for our next steps. We have taken external advice from relevant officers at East Lothian Council

and local Community Councils, and drawn on the accumulated experience of Trustees, myriad re-enactors, tour groups, school leaders, embroiderers, donors and historians.

The feedback has been: it is eminently sensible at such an important moment in the Trust's evolution to take all constructive comments on board. As such, the Trust has been counselled to take pride in its achievements of its first decade, but to be open minded about recalibrating its approaches and activities possibly to meet its objectives in new ways. A broadly agreed and community supported best practice way forward must necessarily be determined so the Trust can step up into the next decade; and that must then be determinedly implemented.

As suggested, we have monitored the Trust's current circumstances via the HLF Resilience Heritage Strength Checker. It clearly glows amber on several dimensions, highlighting the Trust's need to clarify strategy, to develop its organisational skills and to engage in well-funded business activities; and in so doing to reduce its reliance on too few people.

As can be seen, elements [i],[ii] & [iii] of the project will be conducted with the fullest participation of our long involved Sessional staffs in 'action learning' / 'on-the-job-learning'. This is deliberately intended to ensure their continuing engagement at a time when external counsel / mentoring will be added to the Trust's dynamic.

This is a reconsidered, second application for HLF Resilience Grant support. In our initial Resilience submission in December 2017 we had included a request as element [iv] for support in implementing the outcomes of element [iii]. This reconsidered application accepts the HLF feedback given that the Trust should await the completion of element [iii] before seeking any HLF support for carrying into effect what is clearly an as yet undetermined outcome. Such exclusion here on our part in no ways diminishes the Trust's unavoidable commitment, echoed by its supporters across the community, to carry the outcomes at [iii] into effect howsoever.

3d What outcomes will your project achieve?

OUR HERITAGE can for the future be managed in what is visibly recognised and understood as a viable, mutually agreed manner based on a broadscale and comparative evaluation of alternatives. As such we can be confident that the externally evaluated achievements of the first decade will be built upon and provision assured for the conservation and display of the two tapestries and all other heritage assets.

Existing Volunteers and Sessional staffs including re-enactors and embroiderers will have a clearer focus that will sustain their continuing commitment and guide their engagement with our heritage.

This outcome will strengthen the Trust's qualification for national as well as local community support including the anticipated future search for further capital investment.

A stronger and increased professional business approach to publishing and re-enactments will clearly benefit the Trust's financial trading position.

OUR PEOPLE, Volunteers and Sessional staffs, will retain their socio-psychological ownership of the Objects of the Trust, whilst engaging in action / on-the-job learning throughout the project including their contacts with and learning from comparable heritage enterprises. They will receive external evaluative feedback of their achievements and failures over the first decade to complement the feedback already given by HLF on the proposed capital project at Prestongrange Heritage Museum. They will benefit from external and internal mentoring as they determine the refocusing of the Trust's operations. They will participate on appropriate external professional short courses. And they will learn and improve as they encounter the challenges and frustrations of exploring how to ensure the mutually agreed future is arrived at.

OUR COMMUNITY, locally, nationally and internationally will be able to look forward to a strengthened and enduring conservation and interpretation of the multifaceted heritage of the Battle of Prestonpans. Volunteering and re-enacting, engagement with schools and greater dissemination and sharing through publications, APPs, DVDs, CDs and digital activities generally are potentially advanced. The requirement for conservation and interpretation of embroidered tapestries will be better understood. The power of the Prince's campaign as an exemplar of youthful hope and ambition will be reinforced. Importantly, the significance of the Battle of Prestonpans in the wider understanding of the Jacobite Movement from 1686-1807 will be shared as one of its most significant moments when restoration of the Stuarts to the British Crown for once seemed, fleetingly, achievable.

3e What are the main groups of people that will benefit from your project?

The primary 'supply side' group to benefit will be the dozens of Volunteers and Sessional staffs who have taken the Trust's Objects from initial Charter statement to the realities of 2018. And just outwith that group are literally thousands of Scottish diaspora embroiderers across Scotland and in 34 countries around the globe who gave willingly of their time to create the magnificent tapestries; and the hundreds of re-enactors who voluntarily travelled to Prestonpans from as far away as the Czech Republic to recreate the authentic scenes of battle each September. None of these will see their contributions thus far lost, forgotten or undone. And for the future, the project design deliberately ensures these components of our 'supply side' can stay involved and be able to contribute to and enjoy the next agreed developments we shall accomplish.

But more vitally important, indeed our interpretational *raison d'etre*, are the benefits for the local, national and international audiences of all ages for whom we set the objectives in our mission statement. It has been, and remains, an important aim of the Trust to enhance the Prestonpans' community's 'sense of place' by explaining the importance of conserving the battle site, through educational initiatives, re-enactments, battlefield walks, etc.. A significant driver of the Trust's activities during its first decade has been to bolster the 'sense of worth' of the economically disadvantaged local population, and where possible generate new employment opportunities. This will continue to be a major element in our work in the years ahead.

We need to understand the range of audiences that you are planning to attract with your project. We use this information to assess your plans for your project - we do not prioritise projects for any particular group. We also use the information to report on the benefits of our funding and to help decide what action we will take to overcome barriers to involving people with heritage.

If your project aims to benefit a wide range of people and is not specifically targeted at any particular group, tick this box

✓

3f How many people will be trained as part of your project, if applicable?

8

3g How many volunteers do you expect will contribute personally to your project?

60.

3h How many full-time equivalent posts will you create to deliver your project?

3.

3i How are you planning to promote and acknowledge National Lottery players' contribution to your project through HLF funding?

We shall of course acknowledge HLF as a contributing funder of the project in all of our publicity relating to it.

More widely we intend to 'thank' National Lottery players in our community by inviting them to celebration days/ evenings at our HQ in the Prestoungrange Gothenburg when the Resilience Grant is awarded and elicit their views on element [i]; those who wish to be engaged and sign up to join with us will be invited to contribute to element [iii] in our project; those who wish to become actively engaged howsoever will also be invited to become Friends of the Trust.

We would promote such celebration days at the sales points for National Lottery tickets in our community and through our sponsorship with the East Lothian Courier, local radio and social media generally.

We are planning to offer holders of the week-in-question Lottery Tickets the Concessionary Price for Prestonpans re-enactments - September 15th/ 16th 2018.

Section four: Managing your project

In this section, tell us how you will deliver your project.

4a How will your project be managed?

The project will be managed by a Trust Taskforce chaired by Herbert Coutts, Gordon Prestoungrange as Vice Chairman. Its other members will include the two Sessional Staff, Arran Johnston and Sharon Beck, allocated to lead the project together with the Lead Embroiderer.

The external consultant for element [i] and the external mentor for element [iii] will also be members throughout. The role of mentor will be to facilitate the process towards an agreed way forward and to guide the Task Force and Project Leaders in readiness for implementation.

Coutts and Prestoungrange both have widespread experience and success in leading cultural and educational projects and managing large social and public enterprises. They will be the internal mentors to the two Sessional staff. Johnston has been an Executive Trustee since 2010 and is an established battlefield historian [having so far published three titles “Rebellious Scots to Crush”, “Valour Does not Wait” & “Gladsmuir”] and re-enactment director and lecturer for the Trust. He has himself stitched Jacobite panels. Beck and Johnston have held responsibility for touring the tapestries within the UK and internationally since their creation in 2010 and 2014.

4b Tell us about any outside advice you have received or will receive to help you manage your project.

We have sought, and will continue to seek, the advice of the National Trust for Scotland, Historic Environment Scotland, Dovecot Studios (in regard to the tapestries), the UK Battlefield Trust, VisitScotland, EducationScotland, Queen Margaret University, University of the West of Scotland, Cabinet Secretary for Culture, The Curators of the Bayeux Tapestry in both Bayeux and Reading, and of East Lothian Council’s Economic Development and Tourism Team in developing our thinking about, and managing, the project. Additionally, we are currently recruiting new Trustees to widen our skills base so that we have available the widest range of internal experience for the supervision of the project.

We have discussed possible projects with the Development Manager and a Senior Grants Officer at HLF Edinburgh and with local financial advisers and donors.

Since the design of the project involves action/ on-the-job learning for the two Project Sessional Staff Leaders in addition to our internal mentoring procedures an external mentor will be employed for element [iii]. The individual appointed will have relevant proven experience in carrying such projects forward, awareness of the East Lothian context and proven access to national and local community bodies.

4c When do you expect your project to start and finish?

Project start date

Month	May	Year	2018
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Project finish date

Month	April	Year	2019
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4d How will you evaluate the success of your project?

The Trust will evaluate project success in each of elements [I] - [iii], each of which will be written up.

1. The resulting reports from elements [i] & [ii] will be assessed and evaluated against the Brief, and in interviews [5] with stakeholder Trustees not on the Taskforce, and appropriate East Lothian Council officers.
2. The action learning/ on-the-job learning achieved by Sessional staffs in [ii] & [iii] will be self-assessed in personal written Evaluations of Managerial Learning [EAML] which will be debated with and then evaluated by the External and Internal Mentors. The contribution of the External and Internal Mentors will itself also be formally evaluated by the mentorees and debated with a professional educator amongst the Trustees not involved in the Taskforce - who will give feedback to such Mentors.
3. The processes of consultation involved will be evaluated in [i] by questionnaire amongst with Sessional staffs/ volunteers/ re-enactors; and in [iii] by follow-up interviews with engaged community leaders (Prestonpans Community Council, East Lothian Councillors, East Lothian Antiquarian Society, etc.).
4. The proposed Way Forward that emerges as outcome from element [iii] will be evaluated in the 'cockpit of public opinion' through feedback at a public meeting, in the letters pages of the "East Lothian Courier" and comment on social media and local radio. Feedback and critique will also be sought from HLF itself, Friends of the Tapestries, HES, NTS, ELC, Prestonpans and Port Seton/ Cockenzie/ Tranent Community Councils, PSG Area Development Partnership, UK Battlefields Trust, and the Cabinet Secretary for Culture's Office.

N.B. The budget ceiling set by HLF for Evaluation is potentially limiting in the conduct of the above strands but Trustees are professionally well experienced in such procedures.

The ultimate evaluation will be of the derived achievements of the Trust over the coming years as it sets out to follow the mutually agreed way forward to meet its Objects.

4e Tell us what will happen to the things that your project has produced after the funding ends.

The project will have refocused the Trust's activities in an agreed direction and staff will have improved their skills and competence as they continue to implement our Objects. These competences will inter alia be deliberately deployed to ensure the proper conservation and display of the Trust's two tapestries and the conservation and protection of the several monuments already owned/ in the Trust's care.

We are members of the Scottish Battlefields Trust [SBT], which seeks identical goals to our own. The SBT is currently working with the support of Historic Environment Scotland to develop a template for Scottish battlefields groups, and this project's processes and outcomes will be fed into that work.

The Report on the project will be made available to all SBT Members/ supporters including evaluation of the efficacy of the three element process adopted.

4f If your project involves conservation of an item, land or property, tell us how you will maintain it so that people can continue to experience and enjoy it after the funding ends.

The project will identify for national and community backed action the future direction of the Trust to conserve and interpret through display the two outstanding tapestries it owns. It will achieve the same for the commissioned artworks and the several monuments and the battlefield trail that are all in the Trust's care. Strategic approaches for the maintenance, conservation and interpretation of the battlefield itself will have been mutually agreed upon.

Clearly, however, comprehensively implementing such mutually agreed approaches will require further resources which the Trust and our business advisers believe can be accomplished on a self sustaining basis in Prestonpans provided it is a world class offer.

Section five: Project costs

5a In this section, tell us how much it will cost to deliver your project.

There is a limit of 20 words per 'description' section when completing the cost tables. If you need to provide a more detailed explanation and breakdown of your costs there is a facility at the end of the application form to upload supporting documents.

Cost Heading	Description	How much (£)	Non recoverable VAT	Total (£)
Professional Fees	External Evaluation Element [i]	12000	2400	14400
Professional Fees	2 Sessional Staff engaged for Element [ii]	12000		12000
Professional Fees	3 Sessional Staff engaged for Element [iii]	9000		9000
HLF - approved Mentor	Mentoring Elements [ii] and [iii]	4000	800	4800
Expenses for volunteers	Incidental costs of engagement	2000	400	2400
Publicity and promotion	Engagement with Community and Lottery Players	1500	300	1800
Evaluation	Comprehensive Report/ Outcomes/ Publication	3000	600	3600
Contingency	Recruitment and Communication Costs	3000	600	3600
Total		46500	5100	51600

5b Project income

Please note that HLF rounds all grant requests down to the nearest £100. With this in mind, please make sure that the total project income exactly matches the total of your project costs or the system will not allow you to proceed.

Source of funding	Description	Secured?	Value
Cash	Restricted Funds Allocated by Trust	Yes	10000
Cash	Private Donation	Yes	5000
HLF grant request			36600
Total			51600

5c Financial summary

Total project costs		51,600
Total project income		15,000
HLF grant request		36,600
HLF grant %		71

5d Are there any non-cash contributions or volunteer time to help carry out your project?

Description of non-cash contributions	Estimated value (£)
Offices services, meetings, hospitality @ Prestoungrange Gothenburg	2,500
Participation in interviews and discussions Elements [i] & [iii]	5,000
Total	7,500

Description of volunteers' task	Number of days	£ per day (as per our guidance)	Estimated value (£)
Internal mentoring	15	350	5,250
Interviews and discussions Elements [i] & [iii]	10	350	3,500
Evaluation Roles	6	350	2,100
Total	31		10,850

Section six: Additional information and declaration

This part of the form aims to collect the information we need to report on the range of organisations we fund. We will not use this information to assess your application. We encourage you to be as specific as possible about the people your organisation represents.

If your organisation represents the interests of a particular group, such as young people or disabled people, tell us which by filling in the tables below.

If you are based in Northern Ireland, where legislation requires us to report in detail on the organisations we fund, please complete the tables in full, as applicable.

If you are based outside Northern Ireland and your organisation represents the interests of a wide range of people and not any particular group, mark this box only.

Age

Disabled people

Ethnicity

Marital or civil partnership status

People with dependants (for example, children or elderly relatives)

People living in households with incomes below the national average, or people living in the most deprived local-authority wards in England, Scotland, Wales or Northern Ireland.

Community background (Northern Ireland only)

Gender

Sexual orientation

Declaration

a) Terms of Grant

You must read the standard terms of grant for this programme on our website.

By completing this Declaration, you are confirming that your organisation accepts these terms. For partnership projects, all partners must confirm that they accept the standard terms of grant by adding a contact at the end of the declaration.

b) Freedom of Information and Data Protection

We are committed to being as open as possible. This includes being clear about how we assess and make decisions on our grants and how we will use your application form and other documents you give us. As a public organisation we have to follow the Data Protection Act 1998 and the Freedom of Information Act 2000.

When you complete the Declaration at the end of the application form, you are confirming that you understand the Heritage Lottery Fund's legal responsibilities under the Data Protection Act 1998 and the Freedom of Information Act 2000 and have no objection to us releasing sections 2 and 3 of the application form to anyone who asks to see them once your application has completed the assessment process. If there is any information in these sections of the form that you don't want made publicly available, please explain your reasons below:

No constraints on information contained herein

We will take these into account when we respond to any request for access to those sections. We may also be asked to release other information contained elsewhere in the form and we will respond to these requests after taking account of your rights and expectations under the Freedom of Information Act 2000 and Data Protection Act 1998. In those cases, we will always consult you first.

The Heritage Lottery Fund will not be responsible for any loss or damage you suffer as a result of HLF meeting these responsibilities.

When you complete the Declaration you also agree that we will use this application form and the other information you give us, including any personal information covered by the Data Protection Act 1998, for the following purposes:

- **To decide whether to give you a grant.**
- **To provide copies to other individuals or organisations who are helping us to assess, monitor and evaluate grants.**
- **To share information with organisations and individuals working with us with a legitimate interest in Lottery applications and grants or specific funding programmes.**
- **To hold in a database and use for statistical purposes.**
- **If we offer you a grant, we will publish information about you relating to the activity we have funded, including the amount of the grant and the activity it was for. This information may appear in our press releases, in our print and online publications, and in the publications or websites of relevant Government departments and any partner organisations who have funded the activity with us.**
- **If we offer you a grant, you will support our work to demonstrate the value of heritage by contributing (when asked) to publicity activities during the period we provide funding for and participating in activities to share learning, for which we may put other grantees in contact with you.**

We may contact you from time to time to keep you informed about the work of the Heritage Lottery Fund

Tick this box if you do not wish to be kept informed of our work

I confirm that the organisation named on this application has given me the authority to complete this application on its behalf.

I confirm that the activity in the application falls within the purposes and legal powers of the organisation.

I confirm that the organisation has the power to accept and pay back the grant.

I confirm that if the organisation receives a grant, we will keep to the standard terms of grant, and any further terms or conditions as set out in the grant notification letter, or in any contract prepared specifically for the project.

I confirm that, as far as I know, the information in this application is true and correct.

I confirm that I agree with the **above statements.**

Name	Dr Gordon Prestoungrange MBE
Organisation	Battle of Prestonpans [1745] Heritage Trust
Position	Joint Chairman
Date	19/04/2018

Are you applying on behalf of a partnership?

No

Section seven: Supporting documents

Please provide all of the documents listed unless they are not applicable to your project. You will be asked to indicate how you are sending these documents to us - as hard copy or electronically.

If you attach more than 10 documents, or if the total size of the attachments exceeds 20 megabytes, you will not be able to save or submit your form. If you have more documents or very large documents, please email them to your local HLF office.

1. Copy of your organisation's constitution (formal rules), unless you are a public organisation or registered charity. If your application is on behalf of a partnership or consortium, please refer to the programme application guidance for more information on what you need to provide.

If you have sent a copy of your governing document with a previous grant application (since April 2008) and no changes have been made to it, you do not need to send it again. Tell us the reference number of the previous application.

2. Copies of your agreements with project partners, signed by everyone involved, setting out how the project will be managed (if applicable);

3. Copy of your organisation's accounts for the last financial year. This does not apply to public organisations.

4. Project Plan;

5. Calculation of Full Cost Recovery (if applicable);

6. Briefs for internally and externally commissioned work;

7. Job descriptions for new posts;

8. A small selection of images that help illustrate your project. If your project involves physical heritage, please provide a selection of photographs, a location map and, if applicable, a simple site map or plan. It would be helpful if these are in digital format.

9. Letters of support (no more than six)

10. A copy of the report from the Resilient Heritage strength checker, if you have used this tool. If you have completed other diagnostic tools or audits please include the documentation relating to these.

Please now attach any supporting documents.

When you have completed the form click the submit button to submit the form to the server. You can view what you have entered by clicking the draft print button above.