

Table of contents

9.1	Introduction	2
9.2	General principles	2
9.2.1	The funders' view	3
9.2.2	Where to look	3
9.2.3	Matched funding	3
9.3	The plan of action	3
9.3.1	Timing	3
9.3.2	Who is going to carry out the fundraising?	4
9.3.3	The need for funds	4
9.3.4	How much money are you asking for?	4
9.3.5	Managing the money	4
9.3.6	Reporting	4
9.3.7	Exit strategy	5
9.4	Making the ask	5
9.5	The National Lottery	6
9.5.1	National Lottery Charities Board	6
9.5.2	Heritage Lottery Fund	7
9.5.3	Local Heritage Initiative	9
9.5.4	New Opportunities Fund	10
9.6	Millennium Funding	11
9.6.1	Awards for All/Small Grants Scheme	11
9.6.2	Funding priorities	12
9.7	Landfill tax	12
9.7.1	ENTRUST	14
9.8	The Curry Fund	14
9.9	The Royal Society's COPUS Grants	14
9.10	Grants by country	15
9.10.1	England	15
9.10.2	Scotland	20
9.10.3	Northern Ireland	20
9.10.4	Wales	20
9.10.5	European Union	21
9.11	Other sources of funding	21
9.11.1	Local authorities	21
9.11.2	Charitable Trusts	21
9.11.3	Informal sources of funding and support	23
Appendix 9.1 Useful reading		
Appendix 9.2 Useful contacts		
Appendix 9.3 Case study: Devon RIGS Group's approaches to local government for funding		
Appendix 9.4 Other grants		
Appendix 9.5 Heritage Lottery Fund: guidelines for RIGS groups' applications		

9.1 Introduction

This chapter is about how to generate resources for your work through fundraising. We will look at how to get started, what makes an approach for funds successful, and the most appropriate sources of funding for your work.

The first point to bear in mind is that fundraising is not just about raising money. As well as money or materials (also known as ‘gifts in kind’) you may be encouraging and enabling people to help your cause by, for example, providing volunteers.

Fundraising is an essential part of any project and should be considered as early as possible in the planning stages of any project development.

Remember that one of the easiest ways to generate funds is to look on your own doorstep. Many small businesses are keen to support local projects but are often excluded from helping because they have limited financial resources. However, extending your ‘ask’ to include equipment, materials or physical help can lead to a positive result. The donation of computers, design and print, telephones, fax machines and stationery has helped establish many small voluntary organisations.

9.2 General principles

You will need funding for a huge number of things, from covering staff costs to purchasing a new vehicle, from maintaining a GIS system to the creation of a web site. When applying for funds for a specific project always bear in mind overhead costs such as rent, rates and heating, as well as other day-to-day ‘hidden’ costs such as administration, travel, volunteer expenses, equipment, accountancy and audit fees. These costs can easily be overlooked and can lead to budget shortfalls.

Be accurate with all costs, including overheads. Base costs on actual quotes or recent past invoices. Don’t guess – you could be wrong and end up with a funding shortfall. When assessing an application, a funder may ask you to justify your costs. Having quotations prepared which show the true cost of the work you want carried out clearly demonstrates that you have taken the time to prepare your application properly and that your project is well thought through.

Some funders, such as the Heritage Lottery Fund (HLF), will expect you to define capital and revenue costs. Making the distinction isn’t always easy, so it is important to look at the funders’ guidelines.



As a general rule, capital costs refer to the purchase of large objects which will depreciate with time. These could include vehicles, computers, buildings, land, audio-visual equipment, large print production and large display materials. Revenue costs tend to cover ongoing costs such as salaries (including National Insurance and pension contributions), overheads and a small amount of display and promotional materials.

9.2.1 The funders' view

The funders want to support a specific project which has a clear identification of need, defined objectives and tangible and visible outcomes. Above all the project must be measurable and realistic. Some of the key components to your project may be recording sites, running a database, buying computers, producing site boards, devising and creating town trails, producing leaflets, site management, clearance and excavation, access and safety, displays, museum work and urban geology. All of these can be funded, provided you can clearly demonstrate why they are needed, who will benefit from their use and what will be achieved as a result. You may have to carry out market research or provide written evidence of support to prove to the funder why the project is needed.

9.2.2 Where to look

Your imagination and approach are the only limits on the variety of funding available. There are a large number of potential funders for educational, access, community and site works that are not specifically focussed on geological activities. Many funders also appreciate work with minority groups – the young, the disabled, the elderly and ethnic minorities – which can be adapted for different aims.



Added value is a key concept in funding. Applications that consider elements such as sustainability, impact on and involvement with the local community and education will clearly stand out.

9.2.3 Matched funding

Securing matched income may be an essential part of your application to secure funds. It is very rare to find one funder who will provide 100 per cent of all your project's costs. Most government grants require 50 per cent matched funding – this is the case, for example, with the DETR's Environmental Action Fund grant scheme. Increasingly, National Lottery funders such as HLF will only make a contribution of 90 per cent for projects of less than £100,000. Projects exceeding this amount will only attract 75 per cent from HLF. Some European funds will only contribute 40 per cent of the overall project costs. Bear in mind that you may need to provide evidence that matched funding has been secured or pledged.

However, the good news is that matched funding does not always have to be financial. Volunteer time can be used instead. The standard cost allowed for unskilled volunteer time in 1999 was £50 per person per day. In some cases skilled professional volunteer time can command £150 per person per day.

9.3 The plan of action

You will need to develop a plan of action or funding strategy. Ideally this should be devised before any fundraising takes place but can be evolved as opportunities arise. Any funding strategy should consider the following.

9.3.1 Timing

An application to the HLF will take on average six months from receipt of application to full assessment and notification. The majority of Charitable Trusts meet twice a year to assess and

agree projects for funding. A local business may only need one day in order to make a decision. All three approaches need to be carefully planned so that your application arrives on time and the funder can make a decision within the timetable they have set. The timing of applications needs to be built into the project development. There is little point hoping to start a project in April if the application to HLF was submitted in January. Thinking ahead is essential.

9.3.2 Who is going to carry out the fundraising?

Do you have adequate resources available to research and produce your applications? Invariably these costs cannot be recouped so you may have to find a skilled volunteer to help. Could you work in partnership with another organisation and share responsibility for securing the funds? Producing applications takes time - don't underestimate the effort needed to complete forms and don't be put off by the complexity of some applications. If you cannot answer a question, contact the funder and ask or refer to their guidance notes.

9.3.3 The need for funds – are you applying for a new project or a part of a rolling programme of work?

Some funders will only provide money for new posts and not existing staff. It is essential that you clarify this before applying – otherwise you could be disappointed. If your project is part of a broader strategy, tell the funder. Explain the context of your project – where it fits at a local level, within the broader national context or how it fulfils other issues such as government policy. This is important information for some funders, in particular the National Lottery, some government grants and landfill tax credit distributors.

9.3.4 How much money are you asking for?

Be realistic, but don't sell yourself short. Applying for less money than you need doesn't necessarily mean you will get what you ask for and may lead to the project not being viable. Likewise, don't ask for too much if you know the funder has limited money available. They generally prefer to make their money go further. This is often the case with Charitable Trusts. Some will only donate a few hundred pounds, so there is no point asking for thousands. Also bear in mind that some funders pay retrospectively – you may need to be able to prove that you can support yourselves up front.

9.3.5 Managing the money

Charity law imposes strict requirements on the documentation of income. These regulations are known as SORP (Statement of Recommended Practice). Accounting procedures must be transparent and above all, if money is raised for specific purposes it must be spent on those purposes. Some funders will require the project to be independently audited. These costs should be included in your proposal.

Other bodies, such as ENTRUST (see page 14), may appoint their own auditors to assess the financial management of your project. They will scrutinise it in order to ensure it is fully compliant with their funding criteria. Above all the key is to make sure you have the financial systems in place for managing funders. For some funders, such as the National Lottery, an application will fail at the early stages if your organisation cannot demonstrate sound financial management systems. One solution is to work in partnership with an organisation which has such experience.

9.3.6 Reporting

Once funding has been secured, you must keep the funder up to date with project development. Invite them to see work on the ground, send photographs and other evidence such as letters of support or thanks. Above all, thank the funder and make them feel that their contribution is important. Some funders will impose a reporting timetable which you must stick to. This may be linked to payments. No reports may mean no money.

Other funders, such as Charitable Trusts, don't specify reporting but a letter with evidence every six months helps to build confidence and trust between the funder and the project which may in turn lead to further funding.

9.3.7 Exit strategy

If you are looking to secure funding to kick-start a project, it's likely that the funder will want to know how the project will continue once their funding stops. If the project is to be sustained you will need to give careful consideration to future funding and build this into your application.

9.4 Making the ask

As a general rule in fundraising, 90 per cent of your time should be spent on research. The final 10 per cent is spent on making the 'ask'. But that doesn't mean that the request for money itself should be taken lightly. You need to bear the following in mind:



- ◆ *Contact potential funders before submitting an application, to talk through how to present your project and determine whether or not it meets the criteria.*
- ◆ *Always address the 'ask' to a known person rather than starting your letter with 'Dear Sir'. It shows that you have done your research.*
- ◆ *Match the criteria. Make sure your group and your project 'fit the bill', but remember, it is possible to adapt a project to fit criteria.*
- ◆ *Match the funds if necessary. Remember that some funders allow both financial and in-kind/volunteer contributions.*
- ◆ *Fill in the forms carefully. Read the forms and answer the questions accurately and legibly. Some forms can now be downloaded from the internet or are available on disk to allow you to word process your application.*
- ◆ *Include relevant further information. Some applications may require copies of accounts and your constitution. Above all, make sure it is relevant to your application and will help it. Sending a large amount of unnecessary information may put a funder off.*
- ◆ *Meet the deadlines. Send in your application in good time, and complete the work in the time expected or the funder may ask for the money back.*
- ◆ *Keep the funder happy. Comply with all the necessary conditions and make sure you spend the money as you said you were going to.*
- ◆ *Keep funders informed of progress and say thank you, as much as you can!*

Fundraising can have a high failure rate, especially in areas such as direct mailing. It can be discouraging to receive refusals. However, to receive a pledge of financial support is an enormous boost and is a platform to build on – the fact that one organisation has agreed to support you will give you credibility with others.

If your project is a good one, it will hopefully find funding somewhere. If you are being consistently refused, it could be because you are looking at the wrong sources, making the wrong sort of approach or your project may need some changes.



Remember your project needs SMART objectives:

- ◆ Specific
- ◆ Measurable
- ◆ Achievable
- ◆ Realistic
- ◆ Time-bound

9.5 The National Lottery

Since it started in November 1994, the National Lottery has raised around £5 billion for its variety of good causes – Arts, Sport, Heritage, Social, Millennium and the New Opportunities Fund, which covers health, sustainable living and greenspaces. Each good cause is administered separately and applications to more than one distributor are allowed, but not for the same project. The new Awards for All scheme is a collaboration between all distributors to allow fast-track applications for smaller grants.

9.5.1 National Lottery Charities Board (NLCB)

The NLCB is one of the biggest grant-making bodies in the UK. It has evolved over its lifetime and now covers two main areas for potential funding; Community Involvement and Poverty and Disadvantage.



The most obvious support area for RIGS is Community Involvement. This funds projects that

- ◆ help people work together for the benefit of their community. Examples might include increasing the membership of a group to make it more representative of the local community or improving community facilities.
- ◆ help people become more involved in their communities. Examples might include recruiting volunteers from sectors of society which have not been involved in volunteering or community action or highlighting the benefit of volunteering for individuals and the community.
- ◆ support for the voluntary sector. Examples might include developing new groups or providing advice and training.

It is unlikely that the work of RIGS groups will fall under the Poverty and Disadvantage section of the fund, but this shouldn't stop you from being creative in your thinking.

When applying to NLCB, you also need to remember that:

- ◆ Grants are only available to organisations established for charitable, benevolent or philanthropic purposes. Groups do not therefore have to be registered charities, but they must be run for the 'good of society' and not for personal gain or self-interest.

- ◆ All groups must have a signed constitution, a bank/building society account and be able to provide a copy of their most recent accounts.
- ◆ All groups must be independent.
- ◆ Matched funding is not required. However, grants can be used to match fund other funders.
- ◆ Money for both capital and revenue projects is available.
- ◆ The smallest amount of money normally available is £5,000; the largest is £500,000.
- ◆ Projects that will cost over £200,000 will require a business plan. This plan must apply to the actual project, not just the group.
- ◆ Successful bidders will be required to acknowledge NLCB on all related adverts and publicity.
- ◆ NLCB does not give feedback on failed applications.

England has both a national and regional offices while Scotland, Northern Ireland and Wales currently only have national offices— see appendix 9.2.

9.5.2 Heritage Lottery Fund (HLF)

HLF aims ‘to improve the quality of life by safeguarding and enhancing the heritage of buildings, objects and the environment, assisting people to appreciate and enjoy their heritage and allowing them to hand it on in good heart to future generations’. The funding is administered by the National Heritage Memorial Fund.

To date, almost £1.2 billion has been given out in grants of various sizes, including £45 million to The Wildlife Trusts for nature reserve management and land purchase. Initially, only pure heritage projects were eligible for funding. However, the criteria have been developed and expanded over time and new directions were issued in 1998 to allow the fund to support projects involving:

- ◆ education or urban regeneration objectives
- ◆ ‘pure’ heritage projects
- ◆ environmental schemes
- ◆ integrated conservation projects (covering social, environmental and economic aspects) which benefit urban or rural communities
- ◆ access projects
- ◆ education schemes
- ◆ the furtherance of the objectives of sustainable development

It is important to consider as many of these elements as possible in any application for support.

HLF also supports the Local Heritage Initiative (page 9) and contributes an amount to the Awards for All Scheme (page 11). Funds from HLF are split into revenue and awards. Match funding, at different levels, is required for all HLF grants, but this can take the form of ‘in-kind’ funding.

Draft guidelines for RIGS groups' applications have been produced, highlighting the types of projects HLF is likely to support under their revenue grants programme. See appendix 9.5.

Criteria to cover when applying

Heritage merit. The audit of sites and compilation of a database is the starting point for most groups. However, using this information to contribute to site management and protection can give an application higher priority. Likewise, recording all aspects of a site – nature conservation, archaeological – will coincide with HLF's holistic approach.

Public benefit. The easiest way for the public to benefit is to have access to both information and sites where possible, for example through the use of leaflets, guided tours and interpretative panels. HLF is keen on data being in the public domain but some data has access implications (see chapter 6).

Organisational competence. Lack of experience or competence whether within the group as a whole or in the application process is an obvious disadvantage. New organisations may be considered higher risk.

Timescales. Identify the project start dates, milestones (the key points in the project) and completion dates.

Partnership with others. This is positively encouraged by HLF. Links with statutory agencies, local authorities, professional associations, local Wildlife Trusts and similar bodies will increase the possibility of your project/application being supported. As demand for resources from the HLF increases and resources diminish because of the sixth good cause, the greater the amount of partnership money you can obtain, the more favourably you may be looked upon by the HLF.

Sustainability. Demonstrate that your project can carry on when the funding period finishes. An application for support for a large, expensive project that cannot be supported by your own resources after the funding period is unlikely to do well.

Value for money. At its simplest, this is maximum output – field work, database work, education, access to sites – versus minimum cost – running an office, transport costs, general overheads.

Key project outputs. Identify project outputs and methods for evaluating the success of your project.

Voluntary effort. As most of the RIGS network is voluntary, there should be no problem with this aspect.

Types of funding available from HLF

Capital Grants Programme

These grants are for one-off costs, to be spent on work that preserves and allows access to things that are important to our heritage. There is no upper limit, although projects applying for more than £500,000 must go through a two-stage application process. The minimum grant is £5,000.

Revenue Grants Programme

Revenue grant projects are usually self contained, fixed-term projects for up to three years. However, sustainable benefits after the funding period must be shown. At least five per cent of

matched funding must be in real money, not in-kind. Up to a quarter of revenue funding can also be used for capital items. Up to one fifth can also be used for administration costs. HLF indicates in its guidelines that it is most likely to support projects from the Revenue Grants Programme.



The four main criteria for revenue projects are:

- ◆ Developing new audiences for heritage
- ◆ Delivering educational benefits, especially for young people and children
- ◆ Increasing the study, understanding and enjoyment of UK heritage
- ◆ Encouraging active participation in heritage activities.

Other points to consider

Applications for £5,000 - £100,000 are particularly welcomed under HLF guidance. Match funding is required. If total costs are less than £100,000, the maximum grant is 90 per cent. If total costs are more than £100,000, the maximum grant is 75 per cent. For project development proposals of any size, the maximum grant is 75 per cent.

In line with most other grant givers, HLF will expect a group to be formalised, at least to the extent of having a bank account and a set of rules or formal constitution.

9.5.3 Local Heritage Initiative

This initiative was started in November 1997 with a pilot scheme. The aim of the project is to find out how to help people record and care for their local heritage - landmarks, landscape, traditions and culture.



Local heritage is taken to include the aspects of an area that make it distinctive and create a sense of place. It can include:

- ◆ **Natural heritage** – local landscape features and wildlife habitats, such as hedgerows, meadows and rivers
- ◆ **Built heritage** – includes both buildings and features such as gates, village greens, pub signs and church yards
- ◆ **Archaeological heritage** – locally important features such as moats, stone circles, forts and ancient village sites
- ◆ **Industrial heritage** – features such as chimneys, canals, quarries, mines and mills
- ◆ **Customs and traditions** – cultural aspects such as dialects, customs, recipes and place names.

It is hoped that the initiative will give communities the opportunity to understand, record, conserve and celebrate their local heritage. In turn, this should lead to

- ◆ awareness and understanding of local heritage
- ◆ practical projects to conserve and improve heritage features
- ◆ a permanent record for future generations
- ◆ benefits for the local economy through the encouragement of local skills
- ◆ encouragement towards sustainable development.

Grant aid will be available for three main areas

- ◆ a survey of local heritage, leading to a collection of information
- ◆ community-led action based on the survey
- ◆ support for local groups to ensure the sustainability of heritage action.

Standard grants are between £3,000 and £15,000, paid in arrears, to cover 60 per cent of project costs. The remaining 40 per cent may be made up from cash, in-kind donations, volunteer labour, or a mix of these. Groups are encouraged to apply for more complex projects, such as those involving investigation, explanation and action, in two or three phases. In exceptional circumstances, it may be possible to offer a higher rate of grant aid and advance payments.

Nationwide, one of the three partners in LHI, is offering additional awards up to £5,000. The building society recognises that some projects will have difficulty raising the matched funding, or may wish to go further than is possible with LHI funds alone. Awards are made four times a year.

The scheme is administered by the Countryside Agency on behalf of the three partners – the Heritage Lottery Fund, Nationwide Building Society and the Countryside Agency. Details of the LHI call centre are in appendix 9.2, but further information can be obtained from the Countryside Agency (see page 18 of this chapter).



LHI can fund a wide range of heritage projects, but all must demonstrate that they are

- ◆ **Local** – started, supported and carried out by local people
- ◆ **Heritage** – an awareness of the richness and distinctiveness of the locally important assets and plans to investigate, explain and care for them
- ◆ **Initiative** – offer clear public benefits, proposals for the long-term care of assets or future actions after the project has finished

9.5.4 New Opportunities Fund (NOF)

This is the newest of the National Lottery distributing bodies, created to distribute grants to health, education and environment projects across the UK.

By working in partnership with other organisations, including other National Lottery distributors, the New Opportunities Fund intends to support sustainable projects that will:

- ◆ improve the quality of life for people throughout the UK
- ◆ address the needs of those who are most disadvantaged in society
- ◆ encourage community participation
- ◆ complement relevant local and national strategies and programmes.

It is working with national, regional and local partners from the public, private and voluntary sectors to fund initiatives, fairly and efficiently. Particular attention will be paid to those who are most disadvantaged in society.

In order to achieve a fair distribution of grants, the New Opportunities Fund always takes into account the different institutions and circumstances that exist in England, Scotland, Wales and

Northern Ireland. It has offices in each of the four countries, and sets up country advisory panels where appropriate.

The funding falls into six main areas:

- ◆ Healthy living centres (£220m)
- ◆ After-school activities (£425m)
- ◆ ICT training (£250m)
- ◆ Cancer treatment and prevention (£150m)
- ◆ Green spaces and sustainable communities (£125m)
- ◆ Access to life-long learning (£125m)

There should be opportunities for RIGS groups in many of the areas, but especially the green spaces and education themes.

9.6 Millennium Funding

All bids for major capital grants, such as the Groundwork 'Changing Places' scheme, have now closed. Smaller funds for groups and individuals are now the only funds available. These are still worth applying for - ☎ 0800 06801 2000 or see the web site on www.starpeople.org.uk

9.6.1 Awards for All/Small Grants Scheme

These two funding programmes have been set up with the financial support of all the main lottery distributors. The aims are to fund projects that involve people in their local community, bringing them together to enjoy arts, sports, heritage, charitable and other community activities. These activities can be either part of ongoing work or focus on the Millennium.

The Awards for All scheme covers England and Scotland and the Small Grants Scheme covers Wales and Northern Ireland. Grants will be amounts of between £500 and £5,000, although many of the awards are expected to be in the £500 to £2,500 range. It is expected that most applicants will contribute something towards their project. This can be in the form of cash or contributions in kind, including time, materials, premises or transport.

Applicant eligibility

Groups can apply for grants if they meet the following eligibility criteria:

- ◆ they are a not-for-profit group
- ◆ they have a constitution or set of rules which have been signed and adopted
- ◆ they have a bank or building society account with at least two joint signatories
- ◆ they have the most recent Annual Accounts or Statement of Income and Expenditure
- ◆ they must spend the grant and complete activities within one year

In England priority is given to organisations with an income of less than £15,000 per annum.

In Scotland awards are only made to groups with an income of less than £15,000 per annum.

Ask for an application pack by calling 0845 6002040 or download from www.awardsforall.org.uk

Small Grants Scheme

Under this scheme grants of £500 to £5,000 are made to groups in Wales and Northern Ireland. Grants awarded must be spent and activities completed within six months. The grants are only awarded to groups with an income of less than £15,000 per year.

Ask for an application pack by calling 0845 7919191.

9.6.2 Funding priorities

The funding partners want to encourage the widest possible interest in these grants and to see funding supporting a vast range of different activities, projects and events. The funding priorities are as follows:

Increasing participation: providing more chances for people to enjoy a chosen activity regardless of age, gender, disability, race or where they happen to live.

Extending activities: building upon already successful projects, or existing groups trying different activities.

Increasing skills and creativity: raising the skills and standards of work of local organisations and their members.

Making a difference to the community: improving the quality of life for local people.

Longer-term benefit: providing benefits for people and places beyond the year 2000.

The types of projects and activities that are eligible include: publicity materials, equipment, volunteer expenses, costs for voluntary and casual workers, conference and seminar costs and materials.

Projects and activities that are ineligible include: ongoing rent commitments and staff costs, council tax and utilities, second hand vehicles, retrospective funding, parties, food, drink, fireworks and general running costs.

Assessment and receiving a grant

Once an application has been submitted, it will be assessed and a decision given within three months. If successful, the award will be paid into the organisation's bank account within one month.

9.7 Landfill tax

Along with the National Lottery, the Landfill Tax Credit Scheme (LTCS) is one of the biggest sources of funding for environmental projects in the UK. Since it was introduced in 1996, it has raised nearly £500 million per annum, around £100 million of which can be used for environmental projects.

LTCS aims, by providing a financial incentive, to:

- ◆ reduce waste production
- ◆ dispose of less waste to landfill
- ◆ recover more value from waste that is produced

The amount of tax charged on each tonne of waste will increase over the next few years, but it is currently £11 per tonne of active waste or £2 per tonne of inert waste.

The Government has decided that some of the tax raised can be used to support the environmental aims of the legislation. This is achieved through allowing a credit of landfill tax to those operators of landfill sites who make contributions to approved bodies for spending on certain environmental objectives. As only landfill site operators pay Customs and Excise the tax, only they can claim a credit for contributions to environmental bodies (EBs).

A landfill site operator may reclaim 90 per cent of any contribution it makes to a body for an approved project as a tax credit.

Ten per cent of the total costs of a project have to be donated, either by the operator or an independent third party, such as a business or a Charitable Trust.

What sorts of projects are eligible?

The criteria for projects are:

- ◆ reclamation of land, where use is prevented by a previous activity;
- ◆ projects to reduce or prevent pollution of land, where use is prevented by a previous activity;
- ◆ research and development, education, encouraging the use of more sustainable waste management practices and recycling;
- ◆ provision, improvement or maintenance of a public park or other public amenity;
- ◆ repair and restoration of a building or other structure which is a place for religious worship or of historical or architectural interest, open to the public;
- ◆ provision of financial, administrative and other services to Environmental Bodies.

Projects must usually take place within a 10-mile radius of a registered landfill site. The site does not have to be active.

Making an application

Organisations must be approved by ENTRUST, the governing body and enrol as an environmental body (EB), before they can receive funding. In order to be approved, a group

- ◆ must be a not-for-profit group or registered charity
- ◆ must not work to directly benefit the site operator who contributes to the body
- ◆ must not be controlled by a local authority or site operator

- ◆ must not be doing work required by an enforcement notice, planning permission, approval or consent, other statutory consent or approval or any agreement made under section 106 of the Town and Country Planning Act 1991.

In addition, projects must comply with ENTRUST qualifications and must be approved. You will need to find a site operator willing to donate landfill tax credits, and you must get the operator or a third party to contribute the 10 per cent necessary to release the landfill tax credits.

9.7.1 ENTRUST

ENTRUST is a private company, self-financing and not-for-profit, which regulates the Landfill Tax Credit Scheme. It is responsible for enrolling EBs, ensuring that contributions have been spent on approved objects, publicising the scheme and, where necessary, cancelling enrolments. ENTRUST has its own internal procedures to deal with appeals against any decision taken by it.

What happens if the EB does not spend its contribution on an approved object?

ENTRUST will inform Customs and Excise of all irregularities and they look at each case individually. Based on the facts of a case, they can decide that the person registered for the purposes of the tax and the person who claimed the credit will be liable to repay the amount of the credit to Customs and Excise. Customs and Excise have the power to recover all or part of the tax credit.

9.8 The Curry Fund

This fund, administered by the Geologists' Association, has three main objectives:

- ◆ to provide support for geological publications including films, video and TV productions
- ◆ to provide support for geological conservation through purchase of sites, clearance, maintenance and recording of sites, and museums responsible for geological curation
- ◆ to provide contingency funding for projects which fall under the previous two categories. Grants are generally between £100 - £2,000

Up to £450 is also available as a start-up project cost for new RIGS groups.

Contact Sarah Stafford at the GA office to ensure that your project is eligible.



Projects that have a tangible outcome, eg interpretative boards or leaflets that can acknowledge the GA, are favoured. Funding can also take the form of an interest free loan for projects with commercial aims.

9.9 The Royal Society's COPUS Grants

The Committee on the Public Understanding of Science (COPUS) is committed to funding projects which enable public access to contemporary issues and ideas in science, engineering and technology, through debate or demonstration, interaction or exhibition, the arts or other pursuits. There are three types of COPUS Grant:

- ◆ a development grant to support larger scale initiatives (maximum £20,000)
- ◆ a seed grant intended to pump-prime activities on a local scale (maximum £3,000)
- ◆ a National Science Week (SET) grant for activities and events specifically intended for the annual National Week of Science, Engineering and Technology, coordinated by the British Association (maximum £3,000)

Closing dates for applications are 31 May and 31 October 2001. The amounts given here are maximum sums, and grants will often be less.

All applicants must be resident in the UK and able to show how their projects relate to public understanding of science. Both established and new projects are considered, and development grants are conditional on securing matched funds.

RIGS and geological based activities have received COPUS grants for SET week in the past. Several geologists and geological societies have organised events and activities for SET week in March each year.

9.10 Grants by country

9.10.1 England

English Nature

Face Lift

Earth Heritage SSSI Enhancement Project (1999-2001)

Face Lift is English Nature's national Earth Heritage Enhancement Programme. Funds are available for practical enhancement works on Geological or Geomorphological Sites of Special Scientific Interest, and partnership work is encouraged. Sums in excess of £65,000 were spent on more than 45 sites from April 1999-April 2000.

The programme's current funding is fully allocated until April 2001, but good ideas for enhancement works are still requested please, for future partnership work. Interpretation cannot be funded under this scheme.

For more details please contact:

Kate Jeffreys, Coordinator, Face Lift, ☎ 01823 283211; f: 01823 272978

✉ kate.jeffreys@english-nature.org.uk

Local Nature Reserves (LNR) Scheme

The Local Nature Reserves (LNR) Grant Scheme, also launched in 1999, aims to encourage high standards of management and site interpretation on existing LNRs and to encourage the designation of more LNRs.

The scheme offers up to 25 per cent of project costs or £5,000, and £80,000 was spent on 66 grants from April 1999 to April 2000.

Projects can include interpretation, management and/or staff costs, and the fund has recently had a large cash injection from the New Opportunities Fund (see page 10). Anyone can apply, as long as the relevant local authority supports the application.

These and other EN grant schemes are outlined in the table on the next page. Please note that competition for these grant schemes is stiff, and a high quality of application will be required, including proof of good value for money, and realistic timetabled targets that help achieve the objectives of the grant scheme concerned.

Scheme	Who can apply	Conditions	Contact
All EN schemes	-	All relevant consent(s) for works, including landowner's written agreement, are required	EN enquiries: 01733 455000 www.english-nature.org.uk
Face Lift	Anyone	Practical enhancement works on Earth heritage SSSIs	Kate Jeffreys 01823 283211
Reserves Enhancement Scheme	Small conservation organisations, eg Wildlife Trusts	Standard payments are available for the management of Earth heritage and other SSSI features	Dick Lambert 01733 455000
Local Nature Reserves Grant Scheme	Anyone	LNR / proposed LNR management and / or interpretation, support of local authority required	Margaret Grindle 0207 8316922 or 01733 455000
English Nature Local Teams	Anyone	May have limited funds available for SSSI or other practical conservation works or interpretation in their area	Kate Jeffreys for info See web page, or contact 01733 455000 for Local Team numbers / addresses
Biodiversity Grants Scheme	Anyone	(Possibility for holistic projects) Funds are available for management and interpretation projects that contribute to Biodiversity Action Plan Targets, but biology is the priority. Relevant habitats may include limestone pavement and some coastal habitats; species include Hymenoptera and bats	Dave Stone 01733 455000

DETR

Environmental Action Fund (EAF)

The Environmental Action Fund (EAF) helps English voluntary groups to advance the Government's environmental policies, supporting work which does not qualify for a grant under other programmes. The Fund's priority area for 2000-01 is promoting sustainable living, through such activities as educating people in how they can live more sustainable lives; more efficient

use of resources; encouraging waste minimisation/materials reuse and recycling; stimulating sustainable consumption; or promoting lifestyles that safeguard biodiversity.

Regional funding (about £500,000 available in 2000-01 for new grants) assists regional groups to carry out these activities and national funding (about £100,000 available in 2000-01 for new grants) assists work of wider scope. Projects must have defined and measurable outcomes, linked to clear timescales which clearly achieve a government objective. Grants are from £10,000 to £75,000 per year for up to three years for regional grants, and over £10,000 for national grants. Terms and priorities may change in future years.



Exclusions and conditions

Funding is only available to voluntary groups and cannot be awarded outside England, or for the purchase of land or the purchase or construction of buildings. Grant must be matched 100 per cent from non-exchequer sources. Up to half can be in-kind, including voluntary labour. The rest can include National Lottery, European Union, landfill tax, private and charitable sector contributions, or income from goods and services, but not funds directly or indirectly from local or central government.

Application procedure

The closing date is autumn each year. For reference purposes only application papers are on the web site:

 <http://www.environment.detr.uk/eaf/index.htm>.

For application pack 2 contact:
The Environmental Action Fund
Zone 6/G9
123 Victoria Street
London SW1E 6DE
 020 7944 6654
f: 020 7944 6559
 victoria_akeredolu@detr.gsi.gov.uk

BT Countryside for All

Fieldfare Trust
67a The Wicker
Sheffield S3 8HT
 0114 270 1668
f: 0114 276 7900
 fieldfare@btinternet.com
 <http://www.fieldfare.org.uk>

Grants available for better access to the countryside for the disabled

Country Landowners' Association (CLA) Charitable Trust

The Elms
Everton
Bedfordshire
SG19 2JU
 01767 692050

Awards are available to provide the handicapped and disabled with better access to the countryside. Grants average £2,000, although this varies yearly.

Applications can be sent any time to The Director, Mrs Ruth Pym.

Shell Better Britain Campaign

King Edward House
135a New Street
Birmingham
B2 4QJ
☎ 0121 248 5900
f: 0121 248 5901
✉ enquiries@sbbc.co.uk
🌐 <http://www.sbbc.co.uk>

Funds of up to £2,000 available for projects including both the community and the environment delivering sustainable benefits.

English Heritage

23 Savile Row
London W1X 1AB
☎ 020 7973 3000

Funds potentially available to rescue archaeology and enable repairs to historic buildings and monuments.

The Countryside Agency

John Dower House
Crescent Place
Cheltenham
Gloucestershire
GL50 3RA
☎ 01242 521381

Grants are now available through regional offices, where groups should apply – see details in appendix 9.2. A special publication, *Grants and payments schemes*, covers all the grants. This is also available on the web site at www.countryside.gov.uk

Environment Agency (England and Wales)

Rio House
Waterside Drive
Aztec West
Almondsbury
Bristol
BS32 4UD
☎ 01454 624400

This government agency is responsible for a wide range of environmental issues. Grants are issued through the regional offices, which can be contacted via 0645 333111. There is no specific funding for geological work although some groups have been successful. Projects linked to Environment Agency work, such as floodplains and rivers, are more likely to be successful.

The Coalfields Regeneration Trust

2 Portland Place
Spring Gardens
Doncaster
DN13DF

☎ 0800 0648560, f: 01302 304419

✉ info@coalfields-regen.org.uk

The Trust will provide financial assistance in the form of grant aid to projects which contribute to the Trust's objectives set out within six priority areas. Applicants should make a case for any reasonable activity which they believe can make a contribution to coalfield community regeneration.

Applications will be accepted from community and voluntary groups and organisations, local authorities and partnerships which are based in coalfield communities or whose work is aimed at coalfield regeneration.

Applications will have to meet certain standards which demonstrate additionality and an ability to manage the funds involved.

Priority areas A to F are:

- ◆ Resourcing and empowering communities
- ◆ Supporting enterprise within communities
- ◆ Supporting lifelong learning activities
- ◆ Natural and built environments
- ◆ Working communities
- ◆ Promoting good practice

Priority D addresses the promotion and creation of an attractive and sustainable local environment, enhancement of the quality, recreational value and ecological diversity of open space provision. This priority is one that RIGS groups should be able to access. Funding from other priorities may be possible.

Applications are divided into four areas:

Small Applications – less than £20,000

A separate small grants form asks for the minimum information which the Trust believes is necessary to ensure proper management of its funds. An instruction sheet takes you through the small grants application form step by step.

Medium Applications – more than £20,000

A more detailed application form is required. As with small applications, an initial discussion with the Trust's Development Worker in your area may be helpful in order to establish eligibility, level and magnitude of grant. Two versions of the form are available - one for statutory bodies and one for voluntary and community groups.

Large Applications – more than £200,000

An initial or pre-application may be submitted providing an outline for the project. The second requirement is the submission of a comprehensive business plan.

Partnership Applications

Some organisations may wish to propose partnership projects to the Trust. An existing regional or national charity or agency may wish to develop a programme of projects in several coalfield areas or in several locations within one coalfield area.

For further information, please contact the Head Office in Doncaster. There is no deadline - the Trust will process all applications as rapidly and sensibly as possible.

9.10.2 Scotland

Scottish Natural Heritage Grants

12 Hope Terrace
Edinburgh EH9 2AS
☎ 0131 447 4784

Grants of not more than 50 per cent of project costs offered for schemes working to improve or conserve Scotland's natural heritage and its enjoyment by the public. Contact your local office via the above number.

9.10.3 Northern Ireland

Environment and Heritage Services DoE (NI)

Commonwealth House
35 Castle Street
Belfast
BT1 1GU
☎ 01232 546545

A wide range of grants available for projects that conserve, enhance and promote the natural and built beauty of Northern Ireland.

9.10.4 Wales

Environment Wales

Enterprise House
127 Bute Street
Cardiff
CF10 5LE
☎ 029 20 495737

Initial grants of between £1,000 and £5,000 available for projects officially registered with Environment Wales, then potential further funding of up to £10,000 available for other areas, including staffing.

Countryside Council for Wales

Plas Penrhos
Ffordd Penrhos
Bangor
Gwynedd
LL57 2LQ
☎ 01248 385500

Up to 50 per cent funding is available for projects which conserve or enhance the landscape, habitats or species or encourage enjoyment of the above.

9.10.5 European Union

There are a variety of sources of funding within the EU, but the majority that are available to RIGS groups will be from partnerships with other bodies, such as local authorities. Knowledge of the jargon used in European funding is important and it is advisable to contact your local authority's European Officer who should be able to help. Your group may be able to 'tap' into existing funds or improve the chance of the partnership of obtaining funds. If your group is in an Objective area then the chance of funding is further improved.

9.11 Other sources of funding

9.11.1 Local authorities

Many RIGS groups across the UK have received funding through their local authority. The level of support varies, from financial support for site surveys to access to computer resources such as GIS and provision of meeting rooms for local meetings.

Local authorities are required to protect and sustain their environmental resources. This is demonstrated in the Wildlife and Countryside Act (1981) (England and Wales) and guidance is given in PPG9, TAN5 and NPPG 14. The onus is also on local authorities to demonstrate their commitment to sustainability. To meet these requirements, local authorities need to know what these environmental resources are. RIGS groups are able to provide information on local Earth heritage. Local authorities may be able to justify financially supporting such projects.

Devon RIGS Group is one of those who have successfully bid for local authority funding. For details of their approach, see appendix 9.3.

9.11.2 Charitable Trusts

Charitable Trusts (CTs) are a valuable source of income for RIGS groups. They can provide a substantial source of support specifically designed for charities. They offer a broad range of opportunity. There are 10,000 Trusts registered with the Charity Commission and more than 100 new Trusts register each month. One estimate suggests that there are 60,000 CTs in the UK. The top 500 CTs hold an income of over £500 million.



While Charitable Trusts are obviously a good potential source of funding, there are some points worth bearing in mind:

- ◆ CTs meet infrequently, so it is essential to find out when a CT meets to make decisions and time your application accordingly.
- ◆ The competition for funds is fierce so applications must be well researched and well written.
- ◆ A small percentage of CTs give to environmental or conservation causes. The bulk give to medical, poverty and disadvantaged or third world causes.

When applying for funds from a CT, you will need a distinct strategy. This consists of various steps:

Research – identify and locate CTs likely to give to your project using directories, libraries and personal recommendations.

Contact research – high-level personal approaches to trustees of a CT will strengthen your application for funds. Find out who the trustees are of the CTs you wish to approach, then circulate this list to those people involved in your project (including committee members, volunteers and friends). If you do establish a link, then use this to evolve your tactics for approach: amounts to ask for; points to emphasise; what sort of projects are favoured; current financial commitments; awareness about your work. This will make your application distinct. If you are unable to make a personal contact, you may be able to get this information from the administrator of the Trust, or the office of the solicitors handling the fund.

Making contact - produce a timetable and set up a database for documenting your approaches. Information to hold should include:

- ◆ All identified Trusts
- ◆ Those you have discounted and why
- ◆ History of giving, previous relationship
- ◆ Record of contacts
- ◆ Records of applications, successes, failures, rejections with reasons
- ◆ Timespans for future applications

This will enable you to keep a detailed record of who was approached, when and by whom and what the results were. If a Trust is fully committed one year, you should still apply for funds the following financial year – but you need to know when and why! Some trusts may require an introductory letter which is followed up six months later with the ask. Whatever the approach, it is important to have a record for future reference.

Constructing your case for support - due to the high number of applications for funds it is essential that your application reads well. If the project doesn't grip the reader in the first paragraph it may be rejected.

Follow-up - This includes recording the results of your approaches; reporting to trustees on the project's progress; developing regular programmes of contact; continuing your research such as identifying new CT to apply to; monitoring lead times; evaluating the success of your approaches; co-ordinating with other fundraising activity.



A good quality application should cover these points:

- ◆ Who are you, when were you established, where are you?
- ◆ What were you set up to do?
- ◆ Describe your work in tangible and visible ways – include photos.
- ◆ Write in terms of individuals and beneficiaries
- ◆ Use plain English at all times
- ◆ Be specific about the benefits of your work and what the outcomes will be.
- ◆ Include the full costs as most CTs will make a contribution to the whole rather than paying the full amount.

Charitable Trust fundraising, like all fundraising, can have a low success rate so it is important to learn from experience. An application can fail for a variety of reasons. It may be that the system for applying was badly planned; there wasn't adequate time to prepare the case for support; the application was boring, failed to convey why support was needed or lack tangible outcomes; or it was sent to the wrong type of giver.

9.11.3 Informal sources of funding and support

Industries such as water, electricity and gas companies usually have some money put aside for local community projects. Contact your local office, in the phone book, for more information.

If a site you are involved with has particular local significance, there may be mileage in involving the local community more directly. Be creative – sponsored swims, walks or cycle rides can be very profitable but need careful planning.

A 'Save Our Site' appeal can work well if a site has local significance, but be sure to keep the local community aware of what is happening with their money and support.

Appendix 9.1 - Useful reading

Clarke, S. & Norton, M. 1999. *The Complete Fundraising Handbook – 3rd Edition*. Directory of Social Change

Department of the Environment. 1997. *A Guide to Good Practice in Managing Environmental Projects*

Forrester, S. & Casson, D. 1998. *Environmental Funding Guide*, Directory of Social Change

Sutherland, J. & Eastwood, M. 1998. *Raising Money for Good Causes – A Starter Guide*. Directory of Social Change

The Wildlife Trusts. 1998. *Urban Wildlife Partnership Grants Information Guide*

The Directory of Social Change (DSC), in association with the Charities Aid Foundation, produces numerous sources of funding guides and also provides training on many different funding areas including corporates, charitable trusts and European funding.

Directory of Social Change

24 Stephenson Way
London
NW1 2DP
020 7209 5151

Appendix 9.2 - Useful contacts

Millennium Commission/Awards for All

26th Floor
Portland House
Stag Place
London
SW1E 5EZ
☎ 020 7880 2030
National contacts 0845 600 2040
Scotland 0645 700777
Wales 0645 273273
N Ireland 0345 458458

Department of Culture, Media and Sport

2-4 Cockspur Street
London
SW1Y 5DH
☎ 020 7211 6200

New Opportunities Fund

Enquiries Team
Heron House
322 High Holborn
London
WC1V 7PW
General enquiries 0845 0000 120
England 0845 0000 121
Wales 0845 0000 122
Scotland 0845 0000 123
Northern Ireland 0845 0000 124
✉ new.opportunities.fund@dial.pipex.com

National Lottery Charities Board

England

3rd Floor
Readson House
96-98 Regent Road
Leicester
LE1 7DZ
☎ 0116 258 7000
Application pack hotline 0345 919191

Corporate and UK Office

7th Floor
St Vincent House
Suffolk Street
London
SW1Y 4NL
☎ 020 7747 5300

English Regional Offices

Eastern

Great Eastern House
Tenison Road
Cambridge
CB1 2TT
☎ 01223 449000

East Midlands

3rd Floor
33 Park Road
Nottingham
NG1 6NL
☎ 0115 934 9300

London

3rd Floor
Whittington House
19-30 Alfred Place
London
WC1E 7EZ
☎ 020 7291 8500

NLCB (N Ireland)

2nd Floor
Hildon House
30-34 Hill Street
Belfast
BT1 2LB
☎ 01232 551455
f: 01232 551444

NLCB (Scotland)

Norloch House
36 Kings Stables Road
Edinburgh
EH1 2EJ
☎ 0131 221 7100
f: 0131 221 7120

NLCB (Wales)

Ladywell House
Newtown
SY16 1JB
☎ 01686 621644
Application pack 0345 919191
0345 273273 (Welsh)

North East

Ground Floor
 Bede House
 All Saints Business Centre
 Broad Chare
 Newcastle Upon Tyne
 NE1 2NL
 ☎ 0191 225 1100

South East

3rd Floor
 Dominion House
 Woodbridge Road
 Guildford
 Surrey
 GU1 4BN
 ☎ 01483 462900

West Midlands

4th Floor
 Edmund House
 12-22 Newhall Street
 Birmingham
 B3 3NL
 ☎ 0121 200 3500

North West

Dallam Court
 Dallam Lane
 Warrington
 WA2 7LU
 ☎ 01925 626800

South West

Pembroke House
 Southernhay Gardens
 Exeter
 EX1 1UL
 ☎ 01392 849700

Yorkshire and the Humber

3rd Floor
 Carlton Tower
 34 St Paul's Street
 Leeds
 LS1 2AT
 ☎ 0113 224 5300

Heritage Lottery Fund

England

7 Holbein Place
 London
 SW1W 8NR
 ☎ 020 7591 6000

Scotland

28 Thistle Street
 Edinburgh
 EH2 1EN
 ☎ 0131 225 9450

Northern Ireland

Glendinning House
 6 Murray Street
 Belfast
 BT1 6DN
 ☎ 028 9031 0120

Wales

Companies House
 Crown Way
 Cardiff
 CF14 3UZ
 ☎ 029 2034 3413

English Nature

Northminster House
 Northminster Road
 Peterborough
 PE1 1UA
 ☎ 01733 455000

English Nature Face Lift

Roughmoor
 Taunton
 TA1 5AA
 ☎ 01823 283211
 f: 01823 272978

✉ Kate Jeffreys (National Project Coordinator) on
kate.jeffreys@english.nature.org.uk
 Andy King (Project Manager) on
andy.king@english.nature.org.uk

ENTRUST

Head Office
Acre House
2 Town Square
Sale
Cheshire
M33 7WZ
☎ 0161 972 0044
🌐 www.entrust.org.uk

Central

(address as head office)
☎ 0161 973 1177
Contact Alan Howarth

Southern

Profex House,
25-27 School Lane
Bushey
Herts
WD2 1BR
☎ 020 8950 2152
Contact Judith Jackson

Northern

Mirren Court Three
123 Renfrew Road
Paisley
Scotland
PA3 4EA
☎ 0141 561 0390
Contact Jim Graham

Wales and West

St Fagan's House
St Fagan's Street
Caerphilly
CF83 1FZ
☎ 029 20 869492
Contact John Rose

Local Heritage Initiative

LHI Information

11 University Street
Belfast
BT7 1FY
0870 900 0401

Useful organisations for Charitable Trust fundraising

Association of Community Trusts and Foundations (ACTAF)

4 Bloomsbury Square
London
WC1A 2RL
☎ 020 7 831 0033

Charities Aid Foundation

Directory of Trustees
6 Stoneleigh Crescent
Ewell
Surrey
KT19 0RP
☎ 020 8 393 3885

Institute of Charity Fundraising Managers

5th Floor
Market Towers
1 Nine Elms Lane
London
SW8 5NQ
☎ 020 7 627 3436

Charity Commission

(Head Office)
St Albans House
57-60 Haymarket
London
SW1Y 4QX
☎ 020 7 210 4556

COPUS Grants

The Royal Society
6 Carlton House Terrace
London SW1Y 5AG
☎ Ms Anna Link 0207 451 2581
📧 anna.link@royalsoc.ac.uk
🌐 www.royalsoc.ac.uk

General charity contacts

Charities Aid Foundation

Kings Hill
West Malling
Kent ME19 4TA
☎ 01732 520000

Directory of Social Change

24 Stephenson Way
London NW1 2DP
☎ 020 7209 5151

National Association of Councils for Voluntary Services (NACVS)

☎ 0114 278 6636

National Council of Volunteer Organisations (NCVO)

Regent's Wharf
9 All Saints Street
London N1 9RL

European Commission – Sources of European Community Funds

☎ 020 7913 1992 (England)

☎ 01232 240 708 (N Ireland)

☎ 0131 225 2058 (Scotland)

☎ 029 20 371631 (Wales)

Appendix 9.3 - Devon RIGS Group's approaches to local government for funding

Devon RIGS Group's approach to local authorities for funding has proven successful. The Group has developed a strategy which concentrates on the following areas:

Targeting the right people

Find out the names of the officers responsible for implementing the environmental objectives. Such officers may be located in the planning or environment department. Your local Wildlife Trust may know whom to contact. Arrange to meet the people concerned and explain the nature of RIGS if they are not already aware. It is useful to point out the parallel between RIGS and Wildlife Sites as local authorities tend to be more familiar with Wildlife Sites.

Discussing the possibilities of financial support

Be prepared to present a package of results in return for any financial assistance. This will require a preliminary assessment of what is likely to be available. Local authorities have to be able to account for financial support and have tangible evidence that the money has been well spent – it is public money after all. It is not enough to just go and ask for money without promising some return.

Be prepared to set a time limit on the proposed work. This will depend on the membership resources of your individual RIGS group and the number of sites involved. Devon RIGS Group has found that most authorities may be lenient on time but some may require completion before final payment. This requires a businesslike approach to the work.

Local authorities work on tight budgets but are required to take note of the environmental significance of Earth science sites (Wildlife and Countryside Act 1981). A sum of £50 per site registered has proved a reasonable expectation (including all documentation and necessary research), a total of £1,000 to £1,500. It would cost them far more to employ professional consultants than a RIGS group.

In Devon, it has usually been necessary to examine a large number of sites to select those suitable for registration. The figure of £50 had to cover travelling to unsuccessful sites as well as the expense of tasks such as report preparation and photocopying. Access to a word processor is essential for producing reports and documentation to acceptable standards.

Preparing an initial report for the local authority

Devon RIGS Group sent a circular, to all those with known geological interests in the county, asking for proposals for RIGS. A written proposal, including 130 sites, was prepared for Devon County Council from this information. The County Council provided £2,000 for the assessment of 60 sites from this list in return for a report and a dossier with site details and maps. Local authorities may be able to provide copies of site maps from computerised OS data if they have a licence and you are undertaking work for the local authority.



Case study – South Hams District No geological survey work had taken place since 1912. Very limited research work inland provided indications of likely sites. OS 1:25,000 maps were used to locate quarries, road cuttings and abandoned railway cuttings, and from this research about 140 potential sites were found. A preliminary visual examination by a local member suggested about 110 sites that were worth visiting. A package was presented to South Hams District Council. A written agreement was obtained to deliver a report and a site dossier with site details and maps (30-plus sites) in return for funding for £1,500.



Case study – Dartmoor National Park Unlike South Hams, this area is the subject of considerable geological research interests and features in many publications. Geological surveys have recently been carried out here, so in this case initial survey work was not necessary. A brain storming meeting was called, inviting parties with known interest in the geology of the moor. This produced a list of about 80 potential sites. A package was presented to the National Park similar to that for the South Hams in return for £1,500 in financial support.

Other sources of funding

Devon has also found that the Environment Agency is a useful ally. It is interested in adding RIGS to its GIS, and has proved a source of small grants for particular projects, such as display boards, particularly at the end of the financial year. The local English Nature office can sometimes offer financial support for specific small projects.