



LNER / GC HERITAGE TRUST FUNDING GUIDANCE

April 2023

SUMMARY

This guidance is intended as a tool both for those considering making a funding request to the Trust and to Trustees deciding upon applications. It has three main sections. The first outlines the corporate structure of the Great Central Railway in the north to help clarify which body is best placed to assist with any particular project. The second identifies the criteria by which the Trust considers applications (and in an era of limited funds and competing applications, prioritisation of them). Finally a section on completing any application and the type of information expected to be provided in an application.

BACKGROUND

2023 brings exciting times ahead for the northern section of the Great Central Railway and Heritage Centre. The chance to move forward with the project and ultimately begin to gear up for the prospect of the unique, combined 18 mile preserved main line.

However it is also recognised that this introduces new challenges, not least in the funding arena, as it is more than likely that the number and costs of the required projects outstrip the ability to fund and resource them. This therefore requires the LNER (GC) Heritage Trust (referenced throughout this document as the Trust) – and the parties making application to it – to carefully consider and apply an objective prioritisation of funding requests to ensure that maximum benefit is achieved from the funds available. Without doing this, both the wider project and the Trust risk using hard earned funds

on projects that, whilst they may be beneficial in their own right, provide less benefit to the immediate requirements to the detriment of the overall railway[#].

It also needs to be both recognised and stated that the Trust, through Charity Law, cannot fund certain types of projects and is required to honour the wishes of those who have bequeathed monies to support particular projects or those who have donated monies for specific projects.

INTRODUCTION

This guidance sets out publically the approach of the Trust and the factors it will take into account when considering funding requests. By default, it also follows that the more potential applicants take the guidance into account, the greater the likelihood of success in requesting funding.

In order to do this, the guidance sets out the roles of the different bodies involved in the greater Great Central because this helps clarify who may be best placed to approach for funding requests. It should be noted that this is restricted to the main railway bodies and does not consider the associated and supporting bodies, companies and charities but recognises they also have a role to play in developing the railway (for example the respective historic vehicle charities).

The guidance then considers the criteria and current funding prioritisation^{##} to assist potential applicants.

Finally, the guidance provides information for potential applicants and an application form. It should be noted that this document is supported by a complimentary 'Guidance for Applicants' which summarises this document into the key requirements needed for application.

[#]noting throughout the document reference to railway also means reference to the Heritage Centre

^{##}noting that that this is a 'living' document for the Trust and will be periodically reviewed to ensure that the priorities of the Trust reflect the needs of the developing railway and heritage centre and therefore continue to meet the aims of the Charitable Trust.

ROLES OF THE ORGANISATIONS INVOLVED IN THE GREAT CENTRAL RAILWAY

LNER (GC) Heritage Trust – LNER(GC) HT

The LNER(GC) HT is the charitable trust set up to support the development of the northern section of the Great Central Railway (Ruddington – Loughborough) and associated Heritage Centre. It also acts as the membership organisation for this section of the railway.

Great Central Railway (Nottingham) – GCR(N)

GCRN is essentially the day to day operating and commercial organisation of the northern section of the Great Central Railway (Ruddington – Loughborough) and associated Heritage Centre and groups related to.

East Midlands Railway Trust - EMRT

EMRT owns the lands and property of the northern section of the Great Central Railway (Ruddington – Loughborough) and associated Heritage Centre.

David Clarke Railway Trust - DCRT

The DCRT is the charitable trust set up to support the development of the southern section of the Great Central Railway (Loughborough – Leicester North).

Great Central Railway - GCR

GCR is essentially the day to day operating and commercial organisation of the southern section of the Great Central Railway (Loughborough – Leicester North)

Friends of the Great Central Main Line – FOGCML

FoGCML is the membership organisation for the Great Central Railway (Loughborough).

AIMS AND OBJECTIVES OF THE ORGANISATIONS

LNER(GC) HT

The objects of the trust are the advancement of education, for the public of Nottingham, Nottinghamshire, and the East Midlands, in relation to industrial heritage and all kinds of transportation, and to raise funds to further this objective. The main activities include assisting in the development of the former Great Central Railway, the Nottingham Transport Heritage Centre, and such organisations related to these operations, or such similar projects, which are considered to be worthy to receive the support of the trust.

GCR(N)

GCRN is the operating and commercial organisation of the northern section of the Great Central Railway.

EMRT

The advancement of education of the public in the history and development of railway transport systems, in particular, but not exclusively by a) The preservation, operation and exhibiting of railway vehicle systems, equipment and artefacts and b) Education and training in the maintenance, restoration and operation of historic railway and road vehicles.

GCR

The Company's principal aim is to recreate, for past and future generations, the experience of British main line railway operation, during the best years of steam locomotives.

DCRT

The trust was established to contribute to the education of the public in railway transportation systems e.g. the preservation and operation of locomotives, rolling stock, signalling systems, buildings and the production of educational material and the promotion of events. The trust will continue to focus its attention particularly on the Great Central Railway and groups based there.

FoGCML

The Objects of the Friends shall be:

(i) to support and promote the preservation, operation and development of the Great Central Railway between Leicester and Nottingham and any future extensions;

- (ii) to support and promote the preservation in connection therewith of railway infrastructure, historic locomotives, rolling stock, buses and other items of transport interest;
- (iii) to support and promote the provision, subject to agreement, for the housing and operation of preserved locomotives, rolling stock, buses and other historic transport artefacts.
- (iv) to support and promote the provision, subject to agreement, for the housing and operation of model and miniature railways.
- (v) the encouragement of interest in and the study and enjoyment of transport history and operation and all subjects related thereto.

Whilst this illustrates that there are a number of parties that a potential applicant could potentially approach it also illustrates (but does not preclude) that certain projects may be better directed at certain organisations. For example request for maintenance funding should probably be directed at the operating companies because the charitable trusts are unlikely to be able to support such requests.

FUNDING CRITERIA

The Trust's funding criteria is based upon the governance requirements established and expected of a Charity by the Charity Commission in support of the Trust Aims. In essence these can be summarised that the Trust:

- Can only support projects that meet the aims of the Trust
- Will consider all applicants and projects objectively
- Need to be satisfied projects represent an investment in the development of the aims of the Trust
- Will consider the long term, as well as shorter term view
- Expect good and objective engagement with applicants
- Needs applicants to demonstrate they have a constitution or equivalent set of rules for governance, including identifying their aims and how to achieve this.
- Needs clarity over proposed funding (and spending) requirements
- Needs applicants and associated projects to always meet the requirements of the Trust and have a realistic long-term role and benefit –i.e. not projects which have the potential for an on-going liability (for example avoiding additional funding demands because projects require additional funding to complete)
- Needs applicants to develop robust proposals and other sources of funding prior to application – including needing sufficient details of the project and work to be carried out; copies of any relevant drawings or plans; copies of relevant works estimates or tenders; identification of other funding sources; a budget showing all essential commitments and setting out what amounts are available for the Trust's purpose; an approximate estimate of the projects value on completion; timescale for completion.
- Cannot cover liabilities of the applicant
- Will apply higher priority to organisations and their projects which offer the Trust a direct interest, benefit, share or ownership in a project or asset requiring support which enhances the aims of the Trust.

The Trust cannot support:

- Work that would normally be the responsibility of the owner or other organisation
- Non-capital schemes, for example , routine repairs and maintenance
- General running, start up (including planning or appraisal) costs
- Work to items on loan or part of a private collection
- General running costs (e.g. utility bills, insurance or salaries)

It therefore follows that in order for applicant to be successful, these requirements are met. Equally applicants should not be surprised to find that where the requirements are not met, the Trust is more than likely going to be unable to support the application. To assist applicants in gauging this, a list of projects already supported can be found in Appendix B. It also follows that the level of information required should also reflect the complexity of the project.

In addition, to manage, balance and prioritise the anticipated over subscription of applications and their merits, Trust has established weighting factors which will be applied objectively to all applications based upon the aims of the Trust and the current necessary focus on projects which support the joining of the two halves of the railway and improving the customer base and experience.

Applicants therefore also need to consider how their project(s):

- support the immediate requirements surrounding linking the two halves of the railway, including a realistic assessment of project completion
- enhance the visitor experience
- enhance the core operations of the Heritage Centre
- enhance visitor interpretation and education
- support the restoration of exhibits
- the project complexity, inter-dependencies and associated third party requirements – such as planning consents etc.

Whilst the Trust will apply the prioritised criteria where there are competing applications, it should be noted that this does not preclude other projects from entering or ‘jumping’ up the list – which is particularly likely to be the case when other funding sources are identified that can support projects that might not otherwise feature or where small amounts of funding could make an immediate enhancement. This follows the principle(s) of objective consideration of projects and projects providing investment in the development of the Trust aims.

CONSIDERATION OF OTHER FUNDING SOURCES

It is critical (and is therefore repeated) that applicants should consider what funding possibilities exist beside making an application to the Trust – i.e. the Trust expect that applicants explore what funding is potentially available rather than simply rely on the Trusts either to do this or simply expect funding in full. The Trust also expects that there is clear and realistic assessment of what funds are required and that the funds requested will provide a tangible investment in the improvement of the railway and or heritage centre. **The Trust encourages that applicants liaise with the Trust, GCRN and EMRT prior to making a formal approach to ensure that there is not duplication / over use of application to any one supporting body.** The risk of duplication is most likely to be avoided where an applicant considers which potential funder(s) are most appropriate to their project.

COMPLETING THE APPLICATION FORM

The applicant needs to provide sufficient information to:

- Demonstrate they have a set of rules for governance, including identifying their aims and how to achieve this. Clearly identify who is the primary contact and who is responsible for overseeing financial matters; ideally these will be two distinct individuals.
- Provide clarity over proposed funding (and spending) requirements
- Demonstrate projects have a realistic long-term role and benefit – i.e. not projects which have the potential for an on-going liability or rely on the completion of other projects (for example avoiding additional funding demands because projects require additional funding to complete)
- Provide realistic and robust proposals, which must include sufficient details of the project and work to be carried out; copies of any relevant drawings or plans; copies of relevant works estimates or tenders; identification of other funding sources; a budget showing all essential commitments and setting out what amounts are available for the Trust's purpose; the timescale for completion and an approximate estimate of the projects value on completion
- Demonstrate consideration other sources of funding sought and obtained prior to application
- Demonstrate consideration of the project complexity, inter-dependencies and associated third party requirements – such as planning consents etc.

It follows that the more an applicant takes the above into account in an application, the higher likelihood of success. It also follows that the level of information required should also reflect the complexity of the project.

THE TRUST WILL HAPPILY ENGAGE WITH PROJECTS TO ASSIST WITH THE APPLICATION PROCESS.

Please note – should your application be unsuccessful the Trust will give reasons for this. Any abuse towards trustees will be viewed seriously and action may be taken against those responsible which could affect their future with the project.

LNER (GC) Heritage Trust Grant Application

1. Name of applicant:
2. Team/department/organisation:
3. Contact details: email mobile phone postal or delivery address [if required]
Postal Address (inc. postcode)

Contact email:

Contact phone:

4. What is the project or the items for which funding is required?
5. Explain why the project or items are required? Include key elements.
6. How does this benefit the Nottingham Transport Heritage Centre as a whole?
7. Provide a cost breakdown of the project, activities, materials, equipment, subcontractors etc. Use separate sheets/attachments to show plans & other data as required. Include quotations or costings from chosen suppliers/contractors. State VAT applicable separately. Additional information can be included on a separate sheet.

8. Is any matching funding (e.g. from volunteers, sponsorship, external funding) available?

9. What is the timescale for this project? Earliest & latest start dates, duration, any seasonal factors? Please include any phasing.

10. What will the impact be if this project is not funded?

11. Any other information to support the application?

By submitting an application, I/We can confirm that we have read the Trust guidelines and understand that your request may be turned down if your project falls outside of Trust aims.

Application signed/e-signature:

Date submitted:

LNER (GC) Heritage Trust Action

Application no:

Date received:

Circulated to Trustees:

Decision on funding:

Applicant notified:

Funding route: Direct HCC GCRN GCR Other

Proof of expenditure & project completion supplied:

Funding spent: