

Stories of Harrow Community Grant Guidance [Ref SOH0624]

Stories of Harrow is an exciting new Heritage Lottery Funded project that will award 15 organisations grants of up to £10K each, together with training and support to help preserve the heritage of communities in Harrow.

Fund Aims

This project helps groups to gather and tell untold stories. The project aims to preserve and document heritage from the last 60 years that is more representative of the current population of Harrow (including experiences of migration and settlement in Harrow).

Why now?

The London borough of Harrow was established in 1965 and, in 2025, will celebrate its 60th anniversary year. The most frequently told story of Harrow focuses on 'metroland', however this does not necessarily represent the experiences and culture of diverse, multiethnic communities in Harrow, many of whom arrived in the borough within the last 60 years. The Stories of Harrow project will help to save this heritage which is otherwise in danger of being lost.

Harrow Giving is offering groups funding and support to come together and save the stories of their heritage. These stories will then be shared with the wider Harrow community, enriching and challenging people's perspective of our hometown.

What will the project look like?

The Stories of Harrow project is a combination of funding, training and support. Each of the 15 groups awarded grants will

1. Work on their own heritage project
2. Be offered relevant training and guidance to support them with their project
3. Be part of a Heritage Network formed by representatives from each of the funded organisations.
4. Work on a collaborative exhibition held at the Headstone Manor in 2026 showcasing highlighted and selected elements from across all the different projects.

What is heritage?

Heritage can be anything from the past that you value and want to pass on to future generations. Examples include (but are not limited to)

- Oral history recordings of people's stories, memories and songs, as a way of communicating and revealing the past
- Cultural traditions exploring the history of different cultures through storytelling, or things that you do as part of your community. This could be anything from dance and theatre, to food or clothing.
- Nature works to improve habitats or conserve species, as well as helping people to connect to nature in their daily lives

- Designed landscapes improving and conserving historic landscapes such as public parks, historic gardens and botanical gardens

Project Requirements

Projects must benefit the residents of Harrow and be based in the borough.

Funded organisations are expected to attend Heritage Network meetings and to contribute to a shared final exhibition and showcase at Headstone Manor planned for May 2026. A programme of workshops will be offered to organisations to help them develop the knowledge and skills for project delivery. See Appendix 1 programme schedule and key dates together with further details and information below.

All funded partners will need to:

- Attend and participate in the Heritage Network - this is a peer network made up of representatives from other community organisations funded by this programme.
- Engage with a training programme of workshops tailored to support projects in programme delivery.
- Attend, and be part of, programme launch and celebration events.
- Participate in the design and delivery of a collaborative exhibition and celebration at Headstone Manor in May 2026.
- Organise your own public engagement events as part of your heritage project for example celebration and sharing events.
- Have a monthly check in with the Stories of Harrow Project Manager to update on project progress
- Evaluate and monitor your projects
- Respond to the programme evaluator's requests for information

Activity Period

Project activity can start following notification of grant and must have started by no later than 28 April 2025. Project activity must end by 30 June 2026 with relevant legacy items and records (digital or physical) held by either Headstone Museum and Archives or in an alternative archive specific to an individual project to be achieved no later than 1 September 2026.

Monitoring - Reporting on the grant

You will need to report back to Harrow Giving twice during the project:

1. At the halfway point
2. A final report

What will we ask? (subject to possible change)

- o Number of people attending your activity
- o Description of additional characteristics and demographics
- o Number of volunteers involved
- o Information about the heritage you have preserved and how this is accessible to the wider community
- o Who has been engaged in your project and how many are new to heritage

- o Positive change e.g. greater wellbeing, learn something new, volunteered or had a chance to be creative.
- o A case study
- o Photos / videos

We can help and support you with completing the monitoring form.

We will also be creating a public list of the grants awarded and to which organisation and for what.

Amount Available

Organisations can apply for up to £10,000.

The total fund pot is £150,000

Eligibility

You need to be applying as:

- a constituted not-for-profit organisation (company limited by guarantee, community interest company, registered charity, co-operative, unincorporated organisation)
- with a minimum of 2 unrelated trustees / directors
- with a bank account in the name of the organisation

The activities which you are applying for funding for need to be legally charitable and benefit Harrow residents.

We will only fund organisations that have a track record of working in Harrow.

What can the funding be used for?

- People – staffing and volunteer costs associated with delivering the work you are applying for including time to attend training, the Heritage Network and Exhibition.
- Communications - marketing and advertising costs associated with promoting messages for this work
- Equipment – any equipment you need to deliver this work that is not already in your budget
- Resources – any project activity costs needed for your team to do this work
- Overheads – direct additional costs (e.g., increased centre costs)
- Transport – for individuals on low incomes who have no other way to get to the centre

What can't the funding be used for?

- Acquisition of land or buildings
- Heritage items

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- Existing staff posts or organisational costs: unless calculated through full cost recovery which means securing funding for all costs involved in running a project. So you can request funding for direct project costs and also for part of your organisation's overheads.
- Legal and/or statutory responsibilities: includes anything that would be paid for regardless, whether the project went ahead or not. For example, rent, utilities, building maintenance.
- Promoting the causes or beliefs of political or faith organisations.
- Recoverable VAT.
- Costs for any activity that has taken place before a grant is awarded.
- Costs for installing artificial grass or plants.

Deadline **7 October 2024**

How To Apply

Please send a completed application to: grants@harrowgiving.org.uk

We will aim to inform you if you have been successful within two weeks of the deadline.

Application Support

If you need support with completing the application, please email Voluntary Action Harrow - alexm@vah.org.uk

Other Funding Available

Voluntary Action Harrow has compiled a list of other funding available. This document will be updated on a regular basis so please keep the document link saved.

[Harrow Funding Update](#)

About Us

The National Lottery Heritage Fund (NLHF) is the largest funder for the UK's heritage. NLHF's vision is for heritage to be valued, cared for and sustained for everyone, now and in the future. NLHF believes in the power of heritage to ignite the imagination, offer joy and inspiration and to build pride in place and connection to the past.

Harrow Giving

Harrow Giving is a local charity that funds small local projects to make a positive difference in the lives of Harrow residents. Harrow Giving is a trading name of Harrow Together (registered charity no. 1167770) and is administered by Voluntary Action Harrow Co-operative.

www.harrowgiving.org.uk

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Appendix A - Programme Schedule and Key Dates

Date	What	Details	Where
1 December	Community Grants awarded and Grantees notified by this date	Once grantees have been notified of their grant being awarded they can begin work on their projects.	Grantees will be notified via email.
Thursday 23 January 2025	Programme Launch	Introductions and launch of programme include Heritage Network, timescales Training workshops	timings and location TBC
Monthly	Heritage Network online	A monthly check in for project leaders to offer each other peer support and project updates including celebration and problem solving and highlight upcoming opportunities.	online, time and day tbc subject to groups availability. Invited attendance not compulsory. 1-2-1 support available with Alex outside these times.
TBC	Programme of training workshops to support project delivery.	Proposed training offers include: <ul style="list-style-type: none"> - Making Evaluation and monitoring useful - planning your approach - Oral history training - Ethics - Listening skills and holding space - Research and archive skills - Object handling and preservation - Engaging audiences (marketing + social media) 	times and details tbc. NB - Any additional training specific to individual projects should be costed into your own budgets (ie podcasting). Where there is demand for a skill across all projects we can aim to collaborate/ coordinate together wherever possible.
Thursday 18 September 2-5pm 2025	Heritage Network - Exhibition Planning	Visit to Headstone Manor Temporary Exhibition space Discussion, workshop + planning re collaborative exhibition in May 2026	The Granary, Headstone Manor Museum
Monday 6 October 4-6.30pm 2025	Heritage Network - Exhibition Planning	Focusing your research + gathering information	Venue tbc 4-6.30pm

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November 10th 4-6.30pm 2025	Heritage Network - interpretation, writing and design	A workshop to support interpretation writing and design of panels for exhibition	Venue tbc 4-6.30pm
November 2025	Mid point evaluation and monitoring report	Projects must complete mid point evaluation and monitoring	sent to both Stories of Harrow Evaluator and Project Manager.
2026			
January Thursday 22nd 2026	Copy deadline for inclusion in exhibition at Headstone Manor	All groups to send copy including any text / images/ label text to be printed for exhibition no later than 4pm Thursday 22 January.	information to be sent to alexm@vah.org.uk
April 29 - May 1st 2026	Exhibition installation	Installation of collaborative exhibition in temporary exhibition space at Headstone Manor Museum	Further information to follow re delivery of physical items to Museum and organisations supporting installation.
May 4 2026	Exhibition Open	Collaborative exhibition open to coincide with May day bank holiday celebration in Headstone Recreation Grounds	Information to follow
July 2026	End point evaluation and monitoring reports	Projects must complete mid point evaluation and monitoring	Sent to both Stories of Harrow Project Manager and Evaluator
30 August 2026	Exhibition deinstallation		Further information and instructions to be shared June 2026.
End September 2026	Legacy	Any research/ oral history recordings and other project items organisations want to give to Headstone Museum and Archives should be donated by September 1 2026. Alternatively, if you are looking after the legacy of your own project records, details of where your records will be held should be given to Alex McIntyre by this date.	Venue tbc.

Please be aware that information in this schedule is subject to change and may be updated once grants are awarded. Where possible however, please do reserve key dates in your diary.