



'Local to Global' UNESCO Network Community Grants

ANNEX A: INTRODUCTION

In February 2025, The UK National Commission for UNESCO launched the 'Local to Global UNESCO Network Community Grants' open call for UNESCO Sites in the UK. The grants have been made available with support from the National Lottery Heritage Fund, thanks to National Lottery players.

What is the aim of the grant?

The grant scheme will offer flexible funding to deepen and formalise network collaborations. It will encourage sites to achieve external partnership funding to support innovative and collaborative approaches to protecting and promoting heritage in line with the [National Lottery Heritage Fund's investment principles](#). We are seeking applications from UNESCO Sites that outline how they intend to use this financial support to test regional and national collaborations with their fellow UNESCO Sites.

What can the grant be used for?

We will be awarding a total of six £10,000 grants to projects that bring a group of UNESCO Sites together to realise a collaborative solution to a shared problem. This could be a new piece of research, event or stakeholder engagement activity. To make the grant stretch as far as possible, each application will need to achieve a minimum £-for-£ match-funding. This could be through in kind or cash support or a combination of the two. We encourage enterprising ideas and the Local to Global team will be able to work with each applicant to support them in achieving their ambitions. Example uses of this grant could include:

1. Use the grant as match-funding for a bigger application of support. For instance, a £50k application to a cultural funder to support a new touring work across multiple UNESCO Sites in geographic proximity (as long as the other funding doesn't come from the National Lottery Heritage Fund).
2. Commission a new audience development plan or fundraising feasibility study that sets the stage for future collaborations between multiple UNESCO Sites. Each site commits to a certain number of hours, free room hire and £250 cash support to reach the match funding requirements.
3. Extend an existing project or programme so that it can be inclusive of other UNESCO Sites in a region / nation - the pre-existing project funding can then be used as match-funding for the community grant (as long as the other funding doesn't come from the National Lottery Heritage Fund)

How can we apply for a grant?

If you are a UNESCO Site coordinator in the UK and interested in applying for a community grant, the application form can be found in Appendix B of this document. Please reach out to the Local to Global team asap if you are thinking of applying as we are here to help you in building your application from the earliest stage. If you are interested in applying, please book in an informal conversation with programme lead, Liam Smyth: lsmyth@unesco.org.uk.

We are expecting applications from one lead applicant in each of the six regional / national groups:



Scotland Group (15) GSAB, New Lanark, Glasgow, Antonine Wall, Forth Bridge, Edinburgh (WHS), Edinburgh (CC), Perth, Dundee, St Kilda, Wester Ross, N.W. Highlands, Orkney, Shetland Flow Country	Midlands & North England Group (15) The Black Country, Saltaire, Studley Royal, York, English Lake District, North Pennines, Durham, Hadrian's Wall Bradford, Ironbridge Gorge, Nottingham, Derwent Valley, Jodrell Bank, Manchester, Liverpool,	
Wales Group (7) GeoMôn, Castles and Town Walls in Gwynedd, Northwest Slate Landscape, Pontcysyllte Aqueduct, Biosffer Dyfi, Fforest Fawr, Blaenaevon	London & Southeast England Group (8) Blenheim, Kew Gardens, Westminster, Tower of London, Isle of Wight, Norwich, Canterbury, Brighton and Lewes	
Northern Ireland & Isle of Man Group (6) Giant's Causeway, Belfast, Cuilcagh, Mourne Gullion, Gracehill, Isle of Man	Southwest England Group (9) Bristol, Bath (Spa towns), Bath (WHS), Stonehenge, Dorset and East Devon, Exeter, English Riviera, North Devon, Cornwall and West Devon	

As lead applicant, you will need to consult the majority of sites in your region / nation before submitting your application and show how you intend to work together. As part of the community grant application process, we will ask our sites how they intend to involve more people in their project – whether that’s exploring new audiences or stakeholder relationships. Each application will be reviewed by a bespoke panel, which will be comprised of members of the Local to Global project board and external experts (e.g. leaders from local or national government departments, heritage boards or funders). The primary purpose of the panel will be to review the feasibility of each application and supply follow-up questions or sign-off for successful applications. A secondary benefit of the panel will be to build stronger connections between UNESCO and decisionmakers at devolved levels and offer broader oversight on what other existing community assets could be utilised to further the ambitions of each community grant project.

As per the request of several sites in the UK UNESCO Network, we have set up a Zoom whiteboard to allow sites to freely share their ideas with the rest of the network community online:
https://zoom.us/jb/doc/8nne_jVdSfKBwTFqRj3vJQ/p/102148828954624

What are the key dates?

Community Grant open call is launched to invite applications from the UK UNESCO Network	25 Feb 2025
Deadline for applications	27 Jun 2025
Delivery deadline for community grant project activities	31 Jul 2026
Deadline to submitting data to the Local to Global evaluation consultant	28 Aug 2026



What is the process for submitting and reviewing the applications?

If you are interested in applying, please book in an informal conversation with programme lead, Liam Smyth as soon as possible: lsmyth@unesco.org.uk.

If your idea is a good match for the fund, you will need to consult with other sites to ensure that this can be delivered collaboratively. Please see below for the application form criteria (Appendix B).

We can help you come up with and refine ideas, match you with other sites, and plan the delivery of your project, including how to raise additional match funding.

You will need to work with other sites to prepare your application and show how you will work collaboratively.

You can submit your application any time between February and June 2025. Applications will be reviewed on a rolling basis. You should allow 60 days between submitting your application and the start date of your project in case the panel would like you to reconsider your application.

The sooner you submit your application, the sooner you can potentially get started in delivering your project. We are limited to six grants and so will need to make decisions on a first-come-first serve basis. When we receive an application, UKNC will notify all sites in the respective regional / national network group.

When you are ready to submit your application, let us know as soon as possible. Within 30 days, we will bring together a panel to review your application, comprised of (1) our Secretary General, (2) our Head of Policy, Research and Communications, (3) a member of our non-executive board of directors, and (4) at least one external expert. Funding is not given automatically. The panel will appraise each application based on mandatory and assessment criteria, for example value for money, viability, outputs created, etc. and request such terms and conditions from the applicant, as it considers appropriate.

Applicants will be notified by email if their application has been successful. Following this, a follow-up meeting will be arranged to either discuss resubmission or to approve the application and kick-off the project. For further information, please refer to Appendix C in this document.



ANNEX B: APPLICATION FORM

LEAD APPLICANT'S DETAILS

Your first name	
Your surname	
Your job title	
Your organisation	
Your email address	
Your phone number	
Which UNESCO Cluster do you represent?	<input type="checkbox"/> UNESCO Scotland Group
	<input type="checkbox"/> UNESCO Cymru (Wales) Group
	<input type="checkbox"/> UNESCO Northern Ireland Group
	<input type="checkbox"/> UNESCO South-West England Group
	<input type="checkbox"/> UNESCO London and South-East Group
	<input type="checkbox"/> UNESCO Midlands and Northern England Group

TELL US ABOUT YOUR PROJECT

What is the title of your collaborative project?	
Which other UNESCO Sites have you consulted with and are applying on behalf of?	
Tell us what you would like to do (250 words)	
<p>How will your project deliver against the National Lottery Heritage Fund's 4 Investment Principles? (We will expect all projects funded by the programme to meet to some extent all four Investment Principles).</p> <p>A. Saving heritage B. Protecting the environment C. Inclusion, access and participation D. Organisational sustainability</p>	



<p>(250 words)</p>	
<p>How will we know that the project has been successful? (50 words)</p>	
<p>How do you plan evaluate your project? We have recruited an independent evaluator for Local to Global who would like to capture the results of your work based on what success looks like to you. This could be: raising awareness, improving accessibility, engaging a marginalised group, fundraising, increasing knowledge and capacity, etc. If you also plan to evaluate your project, please tell us how you will do this. (100 words)</p>	
<p>How will your project use UKNC’s resilience tools to achieve its outcomes/outputs? In Local to Global, we published new resilience tools for:</p> <ul style="list-style-type: none"> ● Audience development, stakeholder mapping and inclusion ● Fundraising and financial sustainability ● Digital transformation <p>(150 words)</p>	
<p>Tell us about the audience for your project - who you plan to engage and how. We expect a minimum of 25 external participants to be engaged. If your project is public-facing, we would like to know who your target audience is and how you have identified them (100 words)</p>	
<p>Describe the collaboration with other UNESCO sites in your application. What are your different roles and responsibilities? How will you share risks and rewards? (250 words)</p>	
<p>What match-funding have you secured or do you plan to secure? We encourage all projects to secure minimum £-for-£ match funding to reduce cost burden and boost chances of success. This can be in-kind, cash or a mix of both. (150 words)</p>	



<p>Please attach a full project budget with itemised spend – detailing what items you intend to use this community grant against.</p> <p>You will need to keep and submit receipts and invoices for all spend in order to draw down the funds from UKNC. If successful, you will receive guidance on this.</p>	
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SIGNATURES

Please include signatures from the applying organisation and two further representatives from your cluster		
Signature:	Signature:	Signature:
Name:	Name:	Name:
Organisation:	Organisation:	Organisation:
Date:	Date:	Date:

ANNEX C: GUIDANCE AND AGREEMENT

1. Purpose

1. The purpose of this guidance is to record the agreement between the UK National Commission for UNESCO (UKNC) and **XXX org**, acting as lead applicant representing **XXX UNESCO group** in respect of **XXX** project (hereafter, ‘the project’).

2. The overall project is one of six that will be delivered across the six UNESCO cluster groups in the UK between 2024-2026 as part of the UKNC’s Local to Global 2.0 project supported by the National Lottery Heritage Fund. The National Lottery Heritage Fund is not party to this agreement.

3. Points of contact in respect of the project will remain active between both parties until at least **31st July 2026** or until all deliverables and financial matters have been concluded to the satisfaction of UKNC. It is essential that projects are completed by the end of July 2026 to ensure lead applicant perspectives are incorporated into Local to Global 2.0’s endpoint evaluation.

0. Disclaimer



1. Nothing in this guidance shall be construed as creating any legal relationship between the parties.
2. This agreement will expire on **31st July 2026** unless any early release or extension is agreed by the parties.

0. Financial Support

1. **XXX org** on behalf of **XXX UNESCO Group** will be awarded community grant funding of £10,000 (inclusive of tax) by UKNC.
2. The community grant may not be used to pay for:
 - Capital works, the purchase of land/buildings/collections,
 - Existing staff posts or organisational costs
 - Repairs to your own home.
 - Legal and/or statutory responsibilities.
 - 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.
3. **XXX org** accepts the funding on behalf of **XXX Site's XXX UNESCO Group**, which will be used to implement the project activities in collaboration with other UNESCO Sites as set out in Annex A.
4. **XXX UNESCO Group** will not undertake any activities as part of this project other than those described in Annex A without the prior written approval of the UKNC and will use the funding from the UKNC solely for the purposes of the project.
5. UKNC will not be liable to pay for items outside of the scope or beyond the value specified.
6. Both parties recognise the importance of following public procurement policy guidelines / compliance with regulations when using funds provided by the UKNC for any purchasing that is necessary to deliver the project services. Any procurement undertaken as part of the Project should adhere to the relevant parties' established procurement practice.
7. **XXX org** will maintain an accurate record of expenditure related to the project services and will retain all invoices, receipts and records for 1 year from the end of the last financial year they relate to and make these available for inspection by the UKNC or by an independent auditor as required.



8. **XXX org** confirms that payment of funds will be paid by UKNC into the following account: *Details of Site Bank Account*
9. **XXX org** is not obliged to provide match funding towards the activities set out in Annex A. UKNC encourages **XXX UNESCO Group**, via support from the Local to Global project team, to seek national or local funding opportunities to supplement the funding provided by UKNC and to extend or complement the activities set out in Annex A. These opportunities may be sought both independently and in collaboration with UKNC.
10. Written agreement from UKNC must be obtained from **XXX org** before any Project funds are considered as match funding towards wider fundraising applications.

0. Payment requests & reporting

1. Unless agreed otherwise, payments from UKNC to **XXX org** will be made in the following steps:
Payment 1: on signing of agreement (50%)
Payment 2: on mid-point review meeting (25%)
Payment 3: full completion of project and evaluation to UKNC's satisfaction (25%)
2. UKNC will provide template forms for the submission of quarterly reports and payment claims by the Pilot Site to UKNC. These should be submitted by email to NAME@unesco.org.uk.
3. Payments will be made by BACS on submission of a payment request.
4. Delivery of all activities and payment requests will be submitted by **XXX org** to UKNC no later than 31st July 2026, after which UKNC will not be liable to honour any outstanding payment requests.

3. Monitoring and Evaluation

1. UKNC will provide templates and guidance to support the monitoring & evaluation of pilot site activities on the project. The approach will be commensurate to the scale of activities and to the level of resource provided (i.e., comfortably set within the capacity of the project team). As a minimum, we will collect from you quarterly reporting against the project outputs, costs and any issues emerging.



2. The lead applicant will be ultimately responsible for managing site-level Monitoring & Evaluation needs for the project, and regular information on progress and impact will be supplied to UKNC as part of quarterly progress meetings.
3. The lead applicant commits to a one hour (virtual or in-person) interview with our independent evaluator, to be arranged at the end of their grant agreement.

4. Publicity & Visibility

1. Acknowledgement of UKNC and National Lottery Heritage Fund support should be made in any public communications made by the lead applicant or project partners, including logos (in this form's header) and the following statement:

"This project was produced as part of the UK National Commission for UNESCO's 'Local to Global' programme, which is supported by the National Lottery Heritage Fund – thanks to National Lottery players"

2. Both parties will provide each other with ample notice for any media releases planned relating to the Project.
3. Both parties will be open to presenting at various online and in-person forums (locally, nationally and internationally) to promote the project and its achievements.

7. Data protection

1. Both parties agree that the handling of any personal data of stakeholders engaged in the project will be done so responsibly and in compliance with General Data Protection Regulations.

6. Intellectual Property and digital accessibility

1. The Parties agree that any new outputs from the project, especially digital materials, will be made available under a creative commons open license. The specific terms of such open licenses can be found on the National Lottery Heritage Fund's website: <https://www.heritagefund.org.uk/funding/good-practice-guidance/digital>
2. The lead applicant will contact UKNC's Local to Global team if they are unsure whether project outputs should be produced under a creative



commons licence or if they need support ensuring that materials are appropriately acknowledged as open license.

9. Termination

1. Either party may terminate this agreement at any time by giving at least three months' written notice to the other party. Grant payments from UKNC to **XXX** will cease at the end of the termination notice period.
2. UKNC reserves its right to end its participation in this agreement by giving one month's written notice to the lead applicant, limited to the following circumstances: a) serious breach of this agreement by the lead applicant b) a significant failure by the lead applicant to meet the commitments agreed c) Force majeure.
3. In the unlikely event of termination of this agreement, all remaining funds other than those irrevocably committed in good faith before the date of termination - in line with the above stated guidance and approved by both parties as being required to finalise activities - will be returned to the UKNC.