

A template to assist you with your outline submission closing 31 st October 2016		
  <p>There is no formal application process; however with experience gained from other Northern Ireland Landscape Partnerships; We have developed a two stage submission process. This first stage is an outline submission. We should receive this before 31st October 2016 The second stage may seek more detailed information between 31st October 2016 and 31st January 2017</p> <p>Following receipt of the outline submissions The LELP team in consultation with its Steering Group will review submissions and consider gaps identified by our strategic research. As we screen the submissions we may seek further information. We suggest that you use this table and guidance below for your outline submission.. Smaller projects may not need the level of detail suggested here in some of the sections. IF IN DOUBT ASK THE LELP TEAM 028 66327109 EMAIL info@lelp.org.uk</p>		
Planning your project	Your draft submission	Suggested content headings/sections
Title and project LELP Project theme	[Type here]	<p>Choose something simple / memorable: words that could be used in a newspaper headline. Example "Island hoppin" or "Lough to Land"</p> <p>Select LELP project themes Built Heritage (architecture and archaeology) , Natural Heritage; People and Culture and Co-Ordinated management of the landscape (working together to deliver outcomes across themes)</p>
Project Summary	[Type here]	<p>A brief summary in less than 200 words</p> <p>Include the project aim, list your main project output/s & objectives</p> <p>Does it involve capital expenditure (i.e. building or other solid structures)</p>
Project description	[Type here]	<p>Provide more detail here about the overall scope and purpose of your project.</p> <p>List ALL the activities that will be undertaken. E.g. Build allotment, install water supply</p> <p>Why this is project important, why is it needed?</p> <p>Current state of affairs, relating to the project proposal. Eg no path exists or in disrepair</p> <p>Refer to any supporting studies / specialist advice you have received. Project</p>

		<p><i>location, site name, grid reference, maps.</i></p> <p><i>Confirm Site ownership/ lease/ other management arrangements.</i></p> <p><i>Does the site have Designation e.g. ASSI, Scheduled Monument etc.</i></p> <p><i>If the project is to be carried out on private land what will be the balance between public and private benefit?</i></p> <p><i>For projects which will involve physical work to restore, repair or maintain heritage assets and sites, explain how you will: - conserve or enhance each of the different types of heritage (built and natural) e.g Health and safety</i></p> <p>For site management projects, explain:</p> <ul style="list-style-type: none"> - <i>how you will manage visitors in a way that does not damage heritage</i> - <i>how you will deal with any potential heritage conflicts (for example managing biodiversity in a designed landscape)</i> - <i>any management standards you need to comply with, and how you will do that. E.g. Access NI.</i>
Budgets	[Type here]	<p>Costs expected and any income identified; Separate out the HLF contributions you seek, match funding contributions at 10% or more</p> <p>For example heat light, insurance, transport tutor fees etc Outline the spend for each year as applicable. Estimates of staff and volunteer time inputs required to deliver this project. Note where your source of income spend Greater detail on costs will be expected should your submission progress to the second stage</p>
Output indicators and targets	[Type here]	<p>Indicators and targets: e.g. number of people trained; number of people you expect to involve , the number of hectares of land brought into favourable condition; kilometres of boundary restored.</p>
Outcomes	[Type here]	<p>What outcomes will this project lead to, Will your group work on its own or in combination with other projects?</p> <p>How does your project outcomes relate to HLF's nine LP programme outcomes? See attached information sheet</p>

Evidence	[Type here]	How the outcomes will be demonstrated, or measured... Eg counting numbers who attend a festival. E.g. photos and surveys
Wider context	[Type here]	Describe links between your project and other LELP projects within or beyond the LELP area; E.g. a collective of groups working on historic sites or cultural activities or festivals
Legacy and maintenance of benefits	[Type here]	Beyond the end of HLF funding period: - What (if any) longer term legacy do you hope this project will have created / will contribute to? - Will additional maintenance or management works be required to secure ongoing benefits? If so: Have you considered who will carry out such maintenance or management, when and what resources might be needed?

Access to more information.

In the first instance talk to the **LELP team**. Tel 028 66327109. info@lelp.org.uk Barney Devine, Teresa O’Hare and Leza Cleary.

The LELP team is supported by 7 partners , each with their own expertise in heritage. Help can be obtained from them too! (RSPB, Waterways Ireland, Fermanagh Omagh District Council, Fermanagh Rural Community Network, National Trust, Ulster Architectural Society and Upper Lough Erne Region)

Contact details of representatives from partner organisations can be requested from the office or in the near future directly from our website; www.lelp.org.uk

In addition LELP has secured the services of 2 companies to create a profile of the built and natural heritage. They too may be of assistance and contact details are available from the LELP office

Why not join the **online HLF community forum** with over 100 landscape projects in the UK, so it’s entirely possible that other groups may already have an answer to your question.

HLF online community : www.hlf.org.uk/community