



# PROJECT BLUEPRINT

(THE DEVIL IS IN THE DETAIL)

# WHAT IS YOUR HERITAGE?



How can you describe your heritage? Is it a building, a place, a collection, or something else? What makes it special, and to whom? Does it have any formal designation or accreditation? Does it have an association with a historic event or an notable individual? Do you need to carry out more research (by whom and how)?

# WHAT DO YOU WANT TO DO?



What is your project? Why do you want to undertake it? How will the heritage benefit (will things be conserved, repaired, be made more accessible)? Is there a commemorative event or occasion you are linking with? Who is supporting you?

# WHO WILL DO IT?



Who is carrying out your project? Do you need to form a trust or other organisation? What mentoring or support do you need? Is there any training that you need? Do you need to hire consultants or contractors? Do you need volunteers, and how will you recruit them?

# HOW WILL YOUR COMMUNITY BENEFIT?



Why is your project important to your community? What will people be able to see, do and participate in? Are there activities and events planned (such as open days, archaeological events, exhibitions, hands-on conservation work, ecological activities)? Are there specific groups in your community you wish to engage and work with (schools and young people, disabled or the elderly)? Are there new skills that will be learned about how to care for the historic environment, or in general?

# HOW WILL YOU SHARE WITH OTHERS?



How will you involve others in your project during planning? During construction? Upon completion? Are you planning open days, websites, talks? Who will do this?

# WHAT RISKS ARE THERE?



What potential problems could arise during your project, and how will you solve them? What are the risks of NOT undertaking your project (for example, a memorial could fall into further ruin, or personal stories be lost)? How will you maintain your project once complete (who will look after a building, or make sure waggonways are kept clear)?

# WHAT WILL IT COST?



What elements of your project have associated costs? Do you know what these are, or how will you get quotes? What can you get in-kind? How much time and other resources are required?



# HOW WILL YOU PAY FOR IT?



How will you fund the project? Do you have specific fundraising activities in mind? What grants do you want to investigate, and do you need help in identifying possible grants?

# WHAT IS YOUR PROGRAMME AND NEXT STEPS?



When do you want your project to be complete – and then work backwards. Is there a seasonal element to your project that will dictate when activities take place? Sketch out the key components to your project and assign dates that can be monitored.