



Contents

| | |
|--|---|
| 1. Introduction | 1 |
| 2. Assessment | 2 |
| 3. Priority levels..... | 3 |
| 3.1 Priority level 1: Immediate: Urgent Works | 3 |
| 3.2 Priority level 2: High: Very bad condition | 4 |
| 3.3 Priority level 3: Medium: Poor condition or severe issues..... | 5 |
| 3.4 Priority level 4: Low: Fair condition or major issues | 6 |
| 3.5 Priority level 5: Very low: Good condition, minor issues or desirable works..... | 7 |
| 3.6 Priority level 6: No: Rejection..... | 7 |

1. Introduction

War Memorials Trust is a charity that raises money to support its grant-making. During the centenary of World War I, it has received additional government funding from the UK and Scottish governments to distribute alongside the money raised by the charity from members, supporters and donors.

As funds are raised/given, it means they are limited. The charity cannot guarantee to be able to support all eligible projects if demand for grants exceeds the amount of money available. If demand exceeds available money at any given time then eligible applications will be prioritised based on the need for work with the highest priority cases supported first. This means lower priority cases may be unsuccessful in their applications because of a lack of available funds.

With 100,000 war memorials of many different types and forms it is unlikely that any two applications will be the same. Therefore, direct comparison of cases is difficult and it is impossible to produce an exact or detailed list of priority approaches that could be applied to the huge variety of war memorials e.g. comparing works on a stained glass window and a stone cross. As such this paper has been produced by the charity to guide its staff when prioritising cases when demand exceeds available funding. It does not seek to replicate other documents produced by the charity but to gather information from various sources and indicate the principles and approaches which underpin the prioritisation process. It must be recognised that certain types of work such as cleaning may fall across the priority levels depending on its purpose. For example it could be a high priority if dirt is obstructing the ability to deal with structural issues, medium if it is challenging the ability to read the inscription or ineligible for funding if it is purely cosmetic. For all grant cases the final decision on whether to support a project or not lies with the Board of Trustees.

2. Assessment

In order to determine grant offers applications firstly have to be deemed eligible. Eligibility should have been assessed initially at Grants Pre-application stage and WMT expects all applicants to follow the advice given at that stage – failure to do so may lead to rejection. If an application is submitted for works that are different to those indicated at Grants Pre-application stage there is a risk of rejection as the eligibility criteria will not have already been applied.

Eligibility assessment is based upon

- WMT's [Definition of a war memorial for funding purposes](#)
- WMT's [What we can and cannot fund](#) guidance
- the eligibility criteria for a scheme
- information contained within the relevant Guidance Notes
- best conservation practice as outlined in WMT's [Conservation Principles](#), [guidance](#) from national heritage bodies and WMT's [helpsheets](#)

War Memorials Trust will assess based on the documentation at the time of assessment so applicants are advised to keep up-to-date with the documents and advice. If an application is submitted more than 6 months after the Grants Pre-application advice was sent out applicants may want to contact War Memorials Trust again.

This paper excludes consideration of Professional Advice Grants which are for a very specific type of work.

Prioritisation levels within this document will reference

- WMT's [What we can and cannot fund](#) guidance
- condition levels as outlined on War Memorials Online
- best conservation practice advice as outlined in WMT's [Conservation Principles](#), [guidance](#) from national heritage bodies and WMT's [helpsheets](#) in particular advice on inscriptions from WMT's website www.warmemorials.org/stone-incised-relief

Cases identified as Priority level 1 will be dealt with immediately. Cases at levels 2 to 5 will be assessed following grant deadline dates.

3. Priority levels

3.1 Priority level 1: Immediate: Urgent Works

Urgent works are those where lack of immediate action could cause irreparable harm to the war memorial or there is a risk to the public if action is not taken. Such grants are likely to be limited to up to 50% of eligible costs as they will be outside the normal grant timeframes and may not be up to the maximum available grant. Where concerns involve commercial re-development the Trust is likely to expect developers to cover costs of work as they should have considered such works within their project costs.

War Memorials Trust would expect any case that was deemed to be Priority 1 to match the Very bad condition criteria outlined on War Memorials Online. The Trust's staff would also need to agree that the war memorial was 'at immediate risk' or that works were so urgent the case could not wait for the standard grant assessment timeframes.

Examples of when works may be considered urgent:

- 3.1.1 a delay in the commencement of works would be likely to result in rapid deterioration of the war memorial e.g. a war memorial has been damaged as a result of the result of weather and if not addressed/removed to a safe place it may be further damaged or destroyed

Example:

Linch, West Sussex: www.warmemorials.org/search-grants/?gID=1067

- 3.1.2 a war memorial has suffered accidental impact damage or is structurally unstable and if no action is taken may be a risk to the public e.g. hit by a car or the memorial is unstable and may fall

Examples:

Woodford Green, London: www.warmemorials.org/search-grants/?gID=829

Paddington, London: www.warmemorials.org/search-grants/?gID=298

- 3.1.3 a war memorial has been subject to theft or vandalism and a delay in acting will greater the impact of damage or loss e.g. a war memorial has been subject to graffiti using a product which if left on the memorial will become more difficult to remove the longer it is left or an attempted theft has left a metal plaque more vulnerable to being removed

WMT would note such cases are often dealt with quickly by the custodian

- 3.1.4 a war memorial 'at immediate risk' because it is located on the site of a building which is subject to imminent demolition or re-development (where planning permission has already been approved) e.g. a previously unknown war memorial is found at a site where works are underway and a solution is needed quickly to remove it to a safe and secure place before a long-term plan can be made

3.2 Priority level 2: High: Very bad condition

3.2.1 High priority works focus on the fabric of the war memorial. Works are those where

3.2.1.1 a lack of action could cause irreparable harm to the fabric of the war memorial

3.2.1.2 there is a risk to the public if action is not taken

3.2.2 War Memorials Trust would expect any case that was deemed to be High priority to:

3.2.2.1 be recorded on War Memorials Online as in Very bad condition and for the charity to agree with that assessment

3.2.2.2 have issues covered in the criteria outlined on the War Memorials Online 'How to identify condition' guidance for [Very bad condition](#).

3.2.3 From WMT's [What we can and cannot fund](#) guidance the following sections may be deemed High priority

3.2.3.1 sections 3.2 and 3.3 - if they are required to address issues with the fabric of the war memorial

3.2.3.2 sections 3.4, 3.5 and 3.6 - depending on the condition of the war memorial. When making an assessment War Memorials Trust will be considering the condition of the fabric of the memorial and the extent of the issues and problems it faces

3.2.3.2.1 does this repair effect its structural stability – will it fall if not done

3.2.3.2.2 is cleaning required to address a problem or just cosmetic

3.2.3.2.3 is this missing element fundamental for people to pay their respects

3.2.3.3 section 3.9 - would need to show a sufficient level of risk demonstrated and that the risk is not being caused by someone who should be taking responsibility for the memorial

3.2.4 From WMT's [What we can and cannot fund](#) guidance the following sections would not be deemed High priority

3.2.4.1 sections 3.7 and 3.8 - on their own as they do not address the fabric of the war memorial.

3.2.4.2 section 3.10 - does not impact the fabric of the memorial

3.2.5 For incised and relief inscription cases WMT will also reference its online inscriptions guidance with cases which match [scenario 1](#) being considered High priority.

3.3 Priority level 3: Medium: Poor condition or severe issues

- 3.3.1 Medium priority works focus on the fabric of the war memorial. Works are those where
 - 3.3.1.1 lack of action could cause the condition of the memorial to deteriorate further
 - 3.3.1.2 there is a need for preventative conservation works due to severe security issues
- 3.3.2 War Memorials Trust would expect any case that was deemed to be Medium priority to:
 - 3.3.2.1 be recorded on War Memorials Online as in Poor condition and for the charity to agree with that assessment
 - 3.3.2.2 have issues closer to the Poor examples covered in the criteria outlined on the War Memorials Online 'How to identify condition' guidance for [Fair/Poor condition](#).
- 3.3.3 From WMT's [What we can and cannot fund](#) guidance the following may be deemed Medium priority
 - 3.3.3.1 sections 3.2 and 3.3 - if they are required to address issues with the fabric of the war memorial
 - 3.3.3.2 sections 3.4, 3.5 and 3.6 - depending on the condition of the war memorial and the severity of the issues. When making an assessment War Memorials Trust will be considering the condition of the fabric of the memorial and the extent of the issues and problems it faces
 - 3.3.3.2.1 does this repair effect its structural integrity – will it prevent further damage
 - 3.3.3.2.2 is cleaning required to address a problem or just cosmetic
 - 3.3.3.2.3 is this missing element required for people to pay their respects
 - 3.3.3.3 sections 3.9 - would need to show a sufficient level of risk demonstrated and that the risk is not being caused by someone who should be taking responsibility for the memorial
- 3.3.4 From WMT's [What we can and cannot fund](#) guidance the following sections would not be deemed Medium priority
 - 3.3.4.1 sections 3.7 and 3.8 - on their own as they do not address the fabric of the war memorial
 - 3.3.4.2 sections 3.10 - does not impact the fabric of the memorial
- 3.3.5 For incised and relief inscription cases WMT will also reference its online inscriptions guidance with cases which match [scenario 2](#) being considered Medium priority.

3.4 Priority level 4: Low: Fair condition or major issues

- 3.4.1 Low priority works deal with the fabric of the war memorial but may also consider the wider surroundings. Works are those where
 - 3.4.1.1 works to a war memorial are not essential at this time but would benefit the condition of the memorial
 - 3.4.1.2 preventative conservation works due to major security issues
 - 3.4.1.3 access is difficult with, for example, major restrictions for mobility impaired visitors
- 3.4.2 War Memorials Trust would expect any case that was deemed to be Low priority to
 - 3.4.2.1 be recorded on War Memorials Online as in Fair condition and for the charity to agree with that assessment
 - 3.4.2.2 have issues closer to the Fair examples covered in the criteria outlined on the War Memorials Online 'How to identify condition' guidance for [Fair/Poor condition](#).
- 3.4.3 From WMT's [What we can and cannot fund](#) guidance the following sections may be deemed Low priority
 - 3.4.3.1 sections 3.2, 3.3, 3.4, 3.5 and 3.6 - depending on the condition of the war memorial and the extent of issues.
 - 3.4.3.2 section 3.7 – would need to demonstrate the severity of the issue
 - 3.4.3.3 section 3.8 – would need to demonstrate the severity of the issue
 - 3.4.3.4 section 3.9 – would need to show a sufficient level of risk demonstrated and that the risk is not being caused by someone who should be taking responsibility for the memorial
- 3.4.4 From WMT's [What we can and cannot fund](#) guidance the following sections would not be deemed Low priority
 - 3.4.4.1 section 3.10 – does not impact the fabric of the memorial nor relate to security or access
- 3.4.5 For incised and relief inscription cases WMT will also reference its online inscriptions guidance with cases which match [scenario 3](#) being considered Low priority.

3.5 Priority level 5: Very low: Good condition, minor issues or desirable works

3.5.1 Very low priority works are those where

3.5.1.1 works to a war memorial are more desirable rather than needed at this time but would benefit the condition of the memorial

3.5.1.2 preventative conservation works due to minor security issues

3.5.1.3 access is difficult with minor restrictions for mobility impaired visitors

3.5.2 War Memorials Trust would expect any case that was deemed to be Very low priority to

3.5.2.1 be recorded on War Memorials Online as in Good condition and for the charity to agree with that assessment

3.5.2.2 have issues closer to the Good examples covered in the criteria outlined on the War Memorials Online 'How to identify condition' guidance for [Good condition](#).

3.5.3 From WMT's [What we can and cannot fund](#) guidance Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9 and 3.10 contain works which may be deemed Very low priority depending on the condition of the war memorial and extent of issues.

3.5.4 For incised and relief inscription cases WMT will also reference its online inscriptions guidance with cases which match [scenario 3](#) being considered Very low priority.

3.6 Priority level 6: No: Rejection

Applications may be rejected for the following reasons:

3.6.1 the project is ineligible under the

3.6.1.1 [Definition of a war memorial for funding purposes](#)

3.6.1.2 [What we can and cannot fund](#) guidance

3.6.1.3 eligibility criteria for the grant schemes

3.6.2 the works proposed do not follow best conservation practice

3.6.3 the applicant has not recognised the advice given by War Memorials Trust at Grants Pre-application stage

3.6.4 the applicant has not provided all the information required on the Application Form and outlined in the Guidance Notes

3.6.5 there is insufficient funding available to make a grant