

## General guidance:

The Grants Data Report is a tool used by Historic Environment Scotland (HES) to collect information about the activities we fund so that we can better understand the impact of our funding. You are required to complete and submit this **via our online Grants Portal** once per year and upon completion of your grant. Data should only be included for activity that has taken place in the specific year you are reporting for to avoid counting data more than once.

As this report is used for all our grant programmes, and each project is different, only some of the data will be relevant to your project. When completing and submitting your report on our online Grants Portal, you should focus on the information that relates to your specific project or scheme and leave the other fields blank. Please note that you should also only provide data for activities that have been supported directly by HES funding.

**This is a PDF version of the online form and is for reference only.**

		Help text for grantee
<b>Reporting year</b>		Please include here the year that you are reporting data for.
<b>Grants Priority 1: Increase understanding of and engagement with Scotland's historic environment</b>		
Number of volunteers engaged		
Number of people who engaged with the historic environment through events, activities or informal learning		
Number of people who accessed new interpretation media or educational resources		
Did your project/scheme involve working with young people (under 18)?	Y/N	
Did your project/scheme involve working with people with protected characteristics or people from underrepresented groups?	Y/N	
<b>Grants Priority 2: Enhance communities' use of the historic environment in place making</b>		
Number of community members who participated in discussions or decisions about heritage and place making		
Number of historic environment assets going into community control (ownership or long lease) as a result of HES-funded project or scheme		
Number of people with increased capacity to maintain their historic properties due to HES-funded events/resources		
Number of historic environment assets repaired or brought back into use as community amenities or cultural venues		
Number of new residential units created within historic buildings		
Number of new community groups created or enhanced as a result of the project or scheme		
Has your project addressed a specific need within a Local Place Plan?	Y/N	
<b>Grants Priority 3: Strengthen the resilience of Scotland's historic environment</b>		
Number of historic environment assets repaired or consolidated		
Number of historic environment assets made more resilient to the effects of climate change (i.e., by specific climate mitigation		Count any historic buildings (or other heritage assets) which have benefitted from

measures to address issues such as increased rainfall or potential overheating)		'climate mitigation measures' funded by HES (see our Guidance for Repair Grants for a list of these types of works)
Number of redundant historic buildings brought back into use		
Number of historic buildings removed from the Buildings at Risk Register (BARR)		
Number of management and maintenance plans produced for individual heritage assets		
<b>Grants Priority 4: Use the historic environment as a catalyst for climate action</b>		
Number of historic buildings made more energy efficient as a result of repairs or other adaptations		Count any historic buildings (or other heritage assets) which have benefitted from specific measures to increase energy efficiency or reduce carbon emissions (please only include grant-eligible measures funded by HES – see our Guidance for Repair Grants for a list of these types of works).
Approximate future annual carbon savings as a result of the project or scheme (only complete this field once at the end of your project or scheme)		Tonnes of CO <sub>2</sub> per year. Please refer to our guidance on how to estimate carbon savings. Only complete this field once at the end of your project or scheme.
<b>Grants Priority 5: Increase the quality and availability of historic environment skills</b>		
Number of professionals who received accredited training in historic environment skills, either by an awarding body or professional body		
Number of professionals who received non-accredited training in historic environment skills		
Number of volunteers who received accredited training in historic environment skills, either by an awarding body or professional body		
Number of volunteers who received non-accredited training in historic environment skills		
Number of work-based learning placements offered (to school leavers, unemployed or other priority groups)		
<b>Grants Priority 6: Increase economic benefits from the historic environment in a sustainable and inclusive way</b>		
Number of historic properties generating income as a result of HES investment		Count each address as one property and include both properties newly generating income and those which have been able to maintain income generation as a result of HES investments.
Number of jobs above the Real Living Wage directly supported by HES grant		Enter full-time equivalent, e.g., 1.5 FTE.

Approximate number of new jobs to be sustained after completion of project or scheme		Enter full-time equivalent, e.g., 1.5 FTE. Only complete this field once at the end of your project or scheme.
Estimated additional annual income for local businesses as a result of increased footfall/visitors		Only complete this field once at the end of your project or scheme.
Percentage of grant spent on businesses/contractors based within the same village/town/city as the project or scheme		
Percentage of grant spent on businesses/contractors based within the project's local authority area		
Percentage of grant spent on businesses/contractors based outside the project's local authority but within Scotland		