

# Grant Writing Toolkit for Museums

## Appendix 4

### Support in kind/ non-cash contributions

Always check the funders guidance on what they will and will not include as it does vary.

Examples of non-cash contributions include:

- equipment
- use of a space
- volunteer time
- services (e.g., hire of space provided at a reduced rate – if a space is usually hired at £1000 per day and you are charged £800. £200 would be considered as support in kind)

#### Volunteer time

Funders, such as Heritage Fund, ask you to differentiate volunteer time.

In their guidance, this could include administrative work, clearing a site or working as a steward at an event, but should not include costs for the time of people who will take part in your activities (for example, people who attend a workshop or go on a guided tour)

The Heritage Fund's standard rate to calculate the value of your volunteer time is:

- professional volunteer (for example, accountancy or teaching): £50 per hour
- skilled volunteer (for example, leading a guided walk): £20 per hour
- volunteer (for example, clearing a site or acting as a steward at an event): £10 per hour