



HG-014-08167 The Hold

3. Cash Flow

INCOME	EXPENDITURE	2018/19	2019/20	2020/21	2021/22	Total
Capital Plan						
HLF		£5,332,791	£2,692,968	£210,564	£0	£8,236,322
SCC,UOS, Other		£4,729,079	£2,388,104	£186,726	£0	£7,303,909
	New building work	£9,787,970	£3,468,010	£202,020		£13,458,000
	Other capital work		£1,379,162	£1,530		£1,380,692
	Equipment for decant	£70,000	£30,000			£100,000
	Fees and surveys	£10,160	£10,160			£20,320
	Professional fees	£193,740	£193,740	£193,740		£581,219
New staff costs						
HLF		£49,787	£99,546	£129,402	£129,402	£408,137
SCC,UOS,Other		£44,151	£88,277	£114,752	£114,752	£361,932
	Project Coordinator	£56,384	£56,384			£112,768
	Strategic & Commercial Manager			£56,384	£56,384	£112,768
	Community & Learning Officer (1)			£37,554	£37,554	£75,108
	Community & Learning Officer (2)	£37,554	£37,554	£37,554	£37,554	£150,216
	Volunteer Engagement Coordinator		£37,554	£37,554	£37,554	£112,662
	Exhibition & Interpretation Officer		£37,554	£37,554	£37,554	£112,662
	Marcomms Officer		£18,777	£37,554	£37,554	£93,885
Training for staff and volunteers						
HLF		£3,140	£3,140	£3,140	£3,140	£12,561
SCC,UOS,Other		£2,785	£2,785	£2,785	£2,785	£11,139
	Training expenses for staff and volunteers	£5,925	£5,925	£5,925	£5,925	£23,700
Paid training placements (see Activity Plan below)						
HLF		£5,679	£17,252	£19,099	£0	£42,030
SCC,UOS,Other		£5,037	£15,299	£16,937	£0	£37,272
	Post 16 traineeships			£3,486		£3,486
	Community engagement trainees		£21,834	£21,834		£43,668
	Summer internships	£10,716	£10,716	£10,716		£32,148
Travel for staff						
HLF		£954	£1,988	£2,504	£2,504	£7,950
SCC,UOS,Other		£846	£1,763	£2,221	£2,221	£7,050
	Travel expenses for staff	£1,800	£3,750	£4,725	£4,725	£15,000
Travel and expenses for volunteers						
HLF		£1,756	£1,756	£1,756	£1,756	£7,023
SCC,UOS,Other		£1,557	£1,557	£1,557	£1,557	£6,228
	Travel and expenses for volunteers	£3,313	£3,313	£3,313	£3,313	£13,250
Equipment and materials (see Activity Plan section below)						
Professional fees relating to Activity Plan						
HLF		£2,650	£1,325	£1,325	£5,300	£10,600
SCC,UOS,Other		£2,350	£1,175	£1,175	£4,700	£9,400
	Evaluation Consultant	£5,000	£2,500	£2,500	£10,000	£20,000
Activity Plan						
HLF		£47,038	£62,579	£57,756	£56,378	£223,750
SCC,UOS, Other		£41,713	£55,494	£51,217	£49,995	£198,420
	<i>Heritage</i>					
	Digitising collections	£23,700	£11,000			£34,700
	Sorting, repairing and cataloguing collections	£27,500	£17,500			£45,000
	Exhibitions at The Hold		£30,000	£35,000	£35,000	£100,000
	Archives on tour			£18,600	£18,600	£37,200
	Digital exhibitions		£13,333	£13,333	£13,333	£40,000
	Walk and talk		£173	£173	£173	£520
	Sharing Suffolk's Stories	£20,650	£20,650	£20,650	£20,650	£82,600
	Recording Suffolk memories		£1,067	£1,067	£1,067	£3,200
	<i>People</i>					
	Upskilling staff and volunteers (see above)					
	Upskilling teachers			£400	£400	£800
	Young archivists			£500	£500	£1,000
	Post 16 traineeships (see above)					
	Community engagement trainees (see above)					
	Summer internships (see above)					
	University of Suffolk Careers Fair					
	Relationship with Clifford Road Primary School	£250	£250	£250	£250	£1,000
	History sessions on witches and war		£500	£500	£200	£1,200
	Cross curricular sesions for primary schools		£1,000	£1,000	£1,000	£3,000
	Online resources for primary schools			£1,000	£1,000	£2,000
	Online resources for secondary schools			£1,000	£1,000	£2,000
	Loans boxes			£1,600	£1,600	£3,200
	Arts Award		£1,000			£1,000
	TED talks					
	Travel expenses for schools			£1,500	£1,500	£3,000
	WEA lecture series					
	Adult learning sessions					
	Conferences University			£2,750	£2,750	£5,500
	Volunteering opportunities (see above)					
	Create a Community Champions programme		£67	£67	£67	£200
	Teachers' Forum		£117	£117	£117	£350
	Volunteer manned help desk					
	<i>Communities</i>					
	Co-created in the community (Included in 1.7)					
	Special exhibitions, events, activities and workshops		£1,333	£1,333	£1,333	£4,000
	Archives for families		£500	£500		£1,000

	Diverse histories					
	Online ESOL resources			£1,200		£1,200
	Enhancing the website	£16,650	£16,650			£33,300
	Social media		£600	£600		£1,200
	Music, rap events			£1,500	£1,500	£3,000
	Events @ The Hold					
	Linking with national initiatives			£2,000	£2,000	£4,000
	Annual Hack Days		£2,333	£2,333	£2,333	£7,000
	Marketing and Communications (see below)					
	Evaluation (see Evaluation Consultant, above)					
Other Costs						
HLF		£7,420	£53,138	£7,182	£7,182	£74,921
SCC,UOS, Other		£6,580	£47,122	£6,369	£6,369	£66,439
	Recruitment	£4,000				£4,000
	Publicity and promotion (marketing)	£10,000	£10,000	£10,000	£10,000	£40,000
	Evaluation Materials for dissemination			£3,550	£3,550	£7,100
	Other costs Removal		£90,260			£90,260

		2018/19	2019/20	2020/21	2021/22	Total
Total Project Income - HLF		£5,451,215	£2,933,691	£432,727	£205,661	£9,023,293
Total Project Income - SCC, UOS, Other		£4,834,096	£2,601,575	£383,739	£182,379	£8,001,789
Total Project Costs (i.e. without contingency, inflation, vols, or M&M)		£10,285,311	£5,535,266	£816,466	£388,040	£17,025,082