

Suffolk Historic Churches Trust

Registered Charity No 267047

APPLICATION FOR A GRANT TOWARDS REPAIRS AND RESTORATION OF AN HISTORIC CHURCH OR CHAPEL IN THE COUNTY OF SUFFOLK

(N.B. Please refer to the accompanying guidance notes when completing this application for funding support)

Applicant:

Town/Village..... Name of Church/Chapel.....

Name of Applicant
(who may be contacted if necessary)

Office Held.....Telephone Number.....

Address.....

..... Postcode.....

Email.....

I consent to the holding of this data for the administration of SHCT Grants process. The Privacy Statement is available on the SHCT website or by contacting the SHCT office

Signed..... Date.....

Please provide the following details:

About your church or chapel:

1. The approximate date of construction of the church or chapel.....

If a listed building, please indicate category: Grade I Grade II* Grade II

2. Please give a brief description of your church or chapel, drawing attention to any points of particular historic or architectural interest.

3. a. What is the population of your parish? (adults only)

.....

b. What is your active church membership (*See guidance note 3*)

.....

c. How do you ensure that the public has reasonable access to the church?

.....

4. Has your Church a current subscription as a 'Friend' of the Suffolk Historic Churches Trust..... (*see note 4*)

5. Does your church support the SHCT Annual Sponsored Bike Ride? (*see note 5*)

About your project:

6. Background information about the condition of the part of the church for which a grant is being sought. Please attach a copy of the relevant documentation.. (e.g. extract from Quinquennial Inspection Report

8. Your architect's name and address.....

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9. Name(s) and address(es) of your proposed contractor (s)

.....

.....

10. Will the work be phased? If 'yes' for which phase are you seeking a grant?

11. Estimated start and completion dates.....

12. Please set out clearly a summary of works for which help is sought. (***NB. refer to guidance note 12***). Specify the costs of each main item and include fees. Give the total cost of the project showing VAT total separately. (*Visit the Listed Places of Worship website for information on how to offset VAT costs www.lpwscheme.org.uk*).

It is essential we have a summary of the project and its cost here in addition to the required supporting documents as application forms may need to be circulated for the information of members of the SHCT Grants Committee

About your requirement for financial assistance:

13. What is the current position of your resources? *See guidance note 13*

- a. The General Fund.....
- b. Restricted Funds.....
- c. Designated Funds.....

14. Have there been any significant changes in the balances since your last year end and why?

.....

15. In your latest annual accounts what was the total income and expenditure of your General Fund?

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16. Do you have access to any associated funds (such as 'Friends') specifically for the maintenance of the church? If so, please specify.....

.....

17. What is your reserves policy (*see note 17*)

.....

18. Other than this project are there any known major requirements for funding in the next 24 months? If so, please give details:

.....

19. What sums are you expecting to use to provide towards the current work from:
See note 19

- a. Parochial or local contributions.....
- b. Special or fundraising events.....
- c. The General Fund.....
- d. Restricted Funds.....
- e. Designated Funds.....
- f. Other (e.g. Friends Group)

20. Have you/will you apply for a grant from: (if a grant has been made, please say how much) *see note 20*

a. Heritage Lottery Fund (please specify which Grant Programme applied for)

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b. Landfill Tax credits (please specify to which body you have applied)

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c. Grants from other bodies (please specify)

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21. In addition to any grant that Suffolk Historic Churches Trust might make, how do you intend to meet any shortfall in funding?

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22. The application is supported by:

- Evidence that a faculty (or other valid permission) has been applied for.
- Architect's schedule of work.
- Copy (ies) of contractor's estimates.
- A record of money spent on the church/chapel fabric in the last 5 years.
- Copy of latest Accounts.

Two signatures are required, at least one of which must be that of the Rector, Vicar or Minister, Parochial Church Council Secretary, Churchwarden, or equivalent officer.

Signature..... Signature.....

Name.....Name.....

Office Held..... Office
Held.....

Date..... Date.....

CRITERIA FOR THE AWARDS OF GRANTS

1. The church or chapel must be in regular use as a place of worship by a congregation of any denomination.
2. The building must be of historic or architectural interest.
3. The church or chapel must be accessible to the public.
4. Priority will be given to work involving repairs to or restoration and maintenance of the fabric of the building.
5. The project for which funds are sought must have a properly scheduled programme of repairs drawn up by an approved architect or surveyor.
6. The necessary planning permission or Diocesan faculty must have been granted.
7. The applicant must show that there is a need for financial support.
8. No applications can be considered for retrospective work.

This application and any enquiry about grants should be addressed to:

**The Secretary, Grants Committee
Suffolk Historic Churches Trust
Brinkleys, Hall Street
Long Melford
Suffolk, CO10 9JR**

Telephone/Fax: 01787 883884 e-mail: shct@btconnect.com web: www.shct.org.uk

**N.B. ALL APPLICATIONS WILL BE ACKNOWLEDGED. IF NO
ACKNOWLEDGMENT IS RECEIVED PLEASE CONTACT THE OFFICE**

Grant Application Form revised 1st November 2018