



GRANT APPLICATION

Repair Grants are awarded for work to Christian churches and chapels for carrying out repairs to the fabric in order to preserve the buildings for current and future use by worshippers and the wider community.

Improvement Grants are awarded for work to church buildings that will assist with their sustainable long-term use both for worship and for wider community purposes, such as the provision of kitchen and toilet facilities, heating, and disabled access.

Information for Applicants

To avoid any delay in the progressing of your application this form must be fully completed. Lack of information may delay the consideration of your application.

The following supporting documentation must be submitted with your completed application: -

- A copy of the architect's specification or detailed estimate relevant to the proposed work.
- Photographs of the area of the church where the work is planned.
- CofE: A copy of the Faculty, or a notice from the Archdeacon authorizing the work to be undertaken in accordance with the list B provisions.
- Other Churches: A covering letter from your diocese/area/district/circuit or equivalent supporting the proposed work.
- If the authorizations are in process a letter indicating when approval is expected.
- A full set of church accounts as presented to the annual church meeting together with any further recent and relevant information.
- If there is a 'friends' organization that supports the church, a copy of their accounts.
- Any other documentation deemed necessary to support your application.

It is essential that the work has been specified by an architect and has been subject to the tender process. Grants will only be awarded in exceptional circumstances if this requirement has not been met.

The completed application must be signed by an officer of the church. When this is not the case a letter of support from the priest/minister must be sent with the application.

Hard copy applications only, email copies are not acceptable.

We encourage you to also apply to other grant-making bodies.

Further advice is given on our website.

Procedure

Two copies of the completed application and the other documentation shall be sent to the Committee Secretary. Please be sure to include a contact telephone number for someone who is able to discuss the application and the proposed work. This could save a lot of unnecessary correspondence and delay in processing your application.

The application must be made before work starts on site.

Your application will be considered by the Grants Committee. Prior to the meeting a committee member will contact you to discuss the application and discuss any changes in circumstances since the application was received.

The committee meets to consider applications four times a year.

Applications should be sent to:

JL Bloomfield JP
Hon Secretary FECT Grants Committee
39 Lake Rise
Romford
Essex
RM1 4DZ
01708 745273

Office use only:

Ref. No.

P&M

IMP

MTG

CHURCH DEDICATION & LOCATION

Name: _____ Deanery / Area: _____

Town / Village: _____ Borough / District Council: _____

Post code: _____ Website address: _____

Electoral Roll Number: _____

(for non CofE Churches, number of members)

DETAILS OF THE CHURCH

Age: _____

Is your church listed?: Yes No

Grade: _____

Points of architectural and historic interest:

Date of last quinquennial/structural inspection of the church: _____

Name of architect who undertook the inspection: _____

Is the church adequately insured? Yes No _____%

Is there a Stewardship/Planned Giving Scheme in the parish? Yes No

How many members are there in the scheme? _____

Is Gift Aid recovered from HMG? Yes No

When was the scheme last renewed? _____

SUPPORT FOR FOECT

Annual membership/Regular donation Yes No

Ride & Stride Yes No

Other _____

SUMMARY OF PROPOSED WORK

Category of grant for which this application applies: Preservation & Maintenance
Improvement

Details extracted from the Specification. (This section must be completed in full as committee members, other than the visitor, only receive a copy of the application with the meeting agenda.)

Name & Address of architect who specified the work: _____

How many tenders were received? _____ Accepted tender price: £ _____
VAT: £ _____
Fees: £ _____
VAT: £ _____
Total excl. VAT: £ _____
Total incl. VAT: £ _____

(You are advised to check if you are able to reclaim the VAT on the work, under the Listed Places of Worship Grant Scheme)

Authority for the planned work (refer to note in the information section)

CofE churches -	Has a Faculty application been submitted?	Yes	No
	Has the Faculty been received?	Yes	No
	Is the application being made under List B?	Yes	No
Other churches -	Do you have a letter authorizing the work?	Yes	No

Planned start date: _____ Planned completion: _____

Is the work to be completed in one stage? Yes No

Grants awarded by FECT in the past three years: £ _____

FINANCIAL STATEMENT

It is essential that this section is fully completed.

Total funds available for the work £ _____ as at _____

Sources of the above funds, list individual elements

Other funds that could be made available: £ _____

Details of other funds held not available for this work

Is there a 'friends group' that supports work to the church? Yes No

Parish Share

Your contribution to central church funds.

Request for this year £ _____

Request for last year £ _____ amount paid £ _____

Applications to other grant awarding bodies

Landfill Communities Fund Yes No

The National Lottery Heritage Fund Yes No

Local Authority/County Yes No

Others (please specify) _____

CONTACT (someone who is able to discuss the application and proposed work)

Name: _____ Position in church: _____

Address: _____

Postcode: _____

Contact Number(s): _____ Email: _____

DECLARATION

On behalf of the applicant church I certify that the information given in this form is accurate.

Name: _____ Position in church: _____

Address: _____

Postcode: _____

Contact Number: _____ Email: _____

Date: _____ Signed: _____

Attach signature
as image or PDF

*Click inside box
to select file*