

Diocesan Church Building Grants and Loans – Criteria

Church Building Grants and Loans are allocated by the diocese, to assist parishes with the cost of building repairs.

What can it be used for?

Parishes can make applications for either a loan or grant to assist with meeting the cost of repairs, restoration and security of the church building.

An application cannot normally be made for assistance with re-ordering, decoration, groundwork, boundary walls or organ restoration. The maximum amount that can be allocated for a grant is £15,000, and for a loan £10,000. Grants and loans awarded are more likely to be of between £3,000 and £5,000.

What are the Criteria?

- In order that these limited funds may be wisely distributed, any grant award should have the support of the respective Parish, Deanery, Archdeacon and Deanery Pastoral Committee.
- It is also a requirement that, where necessary, there is professional supervision by a qualified architect.
- An award is granted on the understanding that the Faculty application is subsequently successful.
- There is an expectation that parishes applying for grants should have paid their Share in full. All Grants are awarded conditional on the parish paying its Share in full in the year in which the grant is awarded and that relevant Faculty permission is awarded before work commences.
- Loans are interest free and are usually awarded over 2 or 3 years.
- For parishes in a newly formed single parish team or benefice with more than one parish church, if you feel that you have met your Share commitment but others in the team or benefice have not, in exceptional circumstances, the diocese may use its discretion to consider an application. This will only apply for the first two years of a pastoral change.

External Grant Applications

As monies in the Diocesan Church Building Grants and Loan Fund are limited, there is an expectation that all parishes applying for funding will look for external funding also.

Here are some places you can apply to for external funding:

- Heritage Lottery (if it is a listed church building).
- The National Churches Trust - <http://nationalchurchestrust.org/supporting-you/grants/overview.php>
- Local Councils
- All Churches Trust - <http://www.allchurches.co.uk/>

- The Duchy of Lancaster Fund - email Ian Johnston at ian.johnston@lancashire.gov.uk
- Garfield Weston - <http://www.garfieldweston.org/>
- GM Preservation Society - <http://www.manchesterchurches.btck.co.uk/>

Application Process

Parishes must consult with the appropriate Archdeacon or diocesan officer for legal and technical advice before applying for a grant application.

For help on Faculty Applications: Alan Simpson
DAC Secretary
Tel: 0161 828 1419
Email: asimpson@manchester.anglican.org

Information to accompany your application form

It is important that the correct attachments are sent with your application form:

Accounts - these should be complete audited accounts which clearly show where monies are restricted or designated. There should be an aggregate page with the accounts. Parishes with over £100,000 in their accounts need to have compliant accounts - this will be checked before grants are awarded. Parishes which need advice about their accounts should contact the Finance department.

Quotations – The Grants Panel would like to see 2 competitive quotes, however if only one quotation is obtained, the parish could give a reason and inform us if the quotation has been approved by your surveyor or architect.

DAC and Faculty Information

Please see the Church Buildings section of the diocesan website <https://www.manchester.anglican.org/church-buildings> for more information on the Diocesan Advisory Committee for the Care of Churches (DAC) and the Faculty process.



THE CHURCH
OF ENGLAND

Diocese of Manchester

CHURCH
FOR A
DIFFERENT
WORLD

Diocesan Church Building Grants and Loans – Application Form

For Office Use Only (please do not write in this box)

Grant number..... Date application received.....

Appropriate documentation attached? Yes / No

Faculty applied for (date)..... Faculty approved (date).....

Parish Share status.....

Decision of diocese

Loan approved £..... Reply received Yes / No CBL Ref.....

Grant approved £.....

Conditions.....

Rejected (details).....

Date parish informed.....

Church Building Grants Certificates sent: Date..... Returned.....

Church Building Loan Certificate sent: Date..... Returned.....

Payment request to DBF: Date.....

Section 1 Parish details

Parish name and location	
Incumbent name	
Name and address of applicant (inc. postcode)	
Telephone	
Email	
Applicant's position in church	
Amount of grant or loan requested	Grant £ Loan £

Section 2 The proposed work

Is the Church a listed building?	Yes / No
What works are proposed to the church building?	
Have you been to tender for the work?	Yes / No
Will the work be undertaken and administered by an Architect?	Yes / No
Has the parish applied for a Faculty for this work? <i>(to check whether a Faculty is needed, please contact the Diocesan DAC Secretary)</i>	Yes / No

Section 3 The cost of funding the work

Cost of proposed work	£
Architects/Professional	£
VAT	£
Is any amount recoverable from insurance?	Yes / No
If so, how much?	£
How much is the Parish able to contribute from existing	£
How much is the Parish able to raise from local	£
Did the Parish pay its Share in full last year?	Yes / No

(Please enclose a copy of the latest approved annual accounts, together with those of any associated Friends group)

Section 4 Other grant funding

Please indicate whether an application for a grant has been made and if a definite offer has been received. Listed below are some suggested trusts, others are available from the diocesan website and by undertaking an Open 4 Funding search

*Heritage Lottery Fund grants are only available for listed buildings.

External Funder	Amount Requested	Amount Awarded (if known)
Heritage Lottery Fund*	£	£
The National Churches Trust	£	£
Local Councils	£	£
All Churches Trust	£	£
The Duchy of Lancaster Fund	£	£
Garfield Weston	£	£
GM Preservation Society	£	£
Other 1	£	£
Other 2	£	£

Section 5 Loans only

<p>If loan assistance is requested, what is the maximum annual amount the parish could repay?</p> <p><i>Loans are interest free and are repayable, usually over 1-3 years. Repayments start 12 months after the loan is drawn down.</i></p>	£
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Section 6 Declaration

In order for your application to be considered, the following items should be attached (failure to attach these items may result in the processing of your application being delayed):

- Latest examined parish accounts and annual report. If the balances in the parish accounts have changed significantly since these were produced, it would be advisable to attach an update or an explanation of these changes.
- The Grants Panel expects to see at least two competitive quotations, however if only one quotation is obtained, the parish may give a reason and state that the quotation has been approved by a surveyor or architect

I am aware that this application does not constitute an offer of a grant or loan (all grant and loan decisions are made by the appropriate diocesan decision making body and applicants will be informed of that decision following the meeting).

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

Please return to:

Finance Department
Church House
90 Deansgate
Manchester
M3 2GH

finance@manchester.anglican.org