**Grant Application Form**

**Minor Repairs and Improvements**

The national Building for Mission Fund has made £84,000 available to the Diocese of Guildford for the period January 2024 to December 2025. The Fund requires that:

1. at least 50% of the funds are used for minor repairs
2. grant must be no more that 50% of the project cost
3. the maximum grant is £5000

Projects that address recommendations of the latest Quinquennial Report will be prioritised. Only one application per parish will be considered.

The applicant is expected to show that it has made significant effort to raise the funds for the project from other resources.

Final decisions on the approval of grants will be made by the Diocesan Secretary and the DAC Secretary.

Applications to be emailed to [Geoffrey.andrews@cofeguildford.org.uk](mailto:Geoffrey.andrews@cofeguildford.org.uk)

**Account code CRP2110**

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| --- | --- |
| **Amount of grant funding requested** |  |

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| --- | --- | --- | --- | --- |
| **Project** **Name** |  | **Proposed start & end dates:** |  |  |
| **Project Leader** |  | **Parish** |  | |
| **Role** |  | **Deanery** |  | |
| **Tel No** |  | **Incumbent** |  | |
| **Email Address** |  | **Email Address** |  | |
| **Did the parish complete the Statistics for Mission for the last 3 years?** | **Yes** | **Did the parish complete the annual Return of Parish Finance for the last 3 years?** | **Yes** | |
| **No**  please download the word version of the form on the front page of parish returns system and complete it for the years you are missing and attach to this application[[1]](#footnote-1) | **No**  please download the word version of the form on the front page of parish returns system and complete it for the years you are missing and attach to this application | |

**SECTION 1: THE PROJECT**

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| 1. **The type of project** (please tick one of the following) | | | |
| Brief description of the project | | | |
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| Minor Repair |  | Improvement |  |

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| 1. **What will the project achieve?** How will it benefit the parish’s mission? |
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**SECTION 2A – PROJECT DESIGN: MINOR REPAIRS**

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| 1. **How was the repair identified? Was it recommended in the latest Quinquennial Report?** |
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| 1. **How will you/ have you costed the project?** Projects should be tendered to3 contractors. If not tendered, a justification is required |
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| 1. **Provide a summary budget for the project**. Grants are up to £5000 for up to 50% of the project |
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| 1. **Has the DAC been consulted? Does the project require a Faculty? Has a Faculty been secured ?** |
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| 1. **Who will supervise the project for the church? Who will sign off the completed project?** |
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**SECTION 2B – PROJECT DESIGN: IMPROVEMENTS**

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| 1. **What is the objective of the improvement? Will it have any measurable impact?** |
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| 1. **How will you/ have you costed the project?** Projects should be tendered to 3 contractors. If not tendered, a justification is required |
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| 1. **Provide a summary budget for the project**. Grants are up to £5000 for up to 50% of the project |
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| 1. **Has the DAC been consulted? Does the project require a Faculty? Has a Faculty been secured ?** |
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| 1. **Who will supervise the project for the church? Who will sign off the completed project?** |
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**SECTION 3: BUDGET AND FINANCES**

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| **Fund raising: what has the church done to raise funds for the project?** |
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**SECTION 4: REPORTING AND EVALUATION**

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| **Who will provide a final report for the diocese?**  **Who will provide a receive the national church evaluators (if required)?** |
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**Project Approval**

**To be charge to Account code CRP2110**

**Approval by Church House**

**DAC Secretary Date**

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**Diocesan Secretary Date**

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**Acceptance by Parish**

**Role**

**Name Date**

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**Account to which funds will be transferred:**

**Account name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Sort code: \_\_\_-\_\_\_-\_\_\_**

**Account number: \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_**

**Reference: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. <https://parishreturns.churchofengland.org/login> [↑](#footnote-ref-1)