

# SHROPSHIRE HISTORIC CHURCHES TRUST

## NOTES ABOUT THIS FORM

If you have downloaded this form from our website or received it by email you can type directly into it and save your answers.

You should save the form to your own computer first and you must have the latest version of Adobe Reader installed. Download it free here. <http://get.adobe.com/uk/reader/>

If you have printed it off please write in BLOCK CAPITALS using black ink.

For some questions we have a maximum number of characters that you can use in your response, to give you an idea of the amount of detail we need. You may well be able to answer these questions in fewer characters than the maximum.

## NOTES TO BE READ IN CONJUNCTION WITH GRANT APPLICATION FORM

1. At the discretion of the Trustees, grants are given for the preservation, renovation and improvement of churches, chapels and meeting houses, and of their contents.
2. Your building will be considered for financial aid on condition that:
  - i) It is a listed building or is of historical or architectural interest, and is used for Christian worship or ceremonies and is likely to remain so.
  - ii) The church/chapel has insufficient funds to carry out the repairs.
  - iii) It is in the geographical area of the Archdeaconries of Salop and Ludlow.
  - iv) Work has not started (other than in exceptional circumstances) before the Trustees have considered the application.
  - v) If the church is not a member of the Trust, an application can only be considered if accompanied by a completed membership form.
3. The Trust expects the work to be supervised by a qualified architect or conservation accredited building surveyor.
4. Where a church/chapel is eligible for Heritage Lottery funding an application must be made to HLF before one is submitted to SHCT. It is recommended that you talk to your Diocesan Church Buildings Support Officer about sources of funding.
5. The Trust works closely with the National Churches Trust and has been awarded a 'Partnership Fund' by them. If the project falls within their criteria we may recommend that you are awarded a grant from this fund and we will then need to pass your details to them. We will presume this is acceptable unless you inform us to the contrary.
6. The Trustees of the Shropshire Historic Churches Trust meet four times a year. The completed grant application form should be submitted by the 15th of the months of March, June, September or December. Applications received after these dates may be considered at a subsequent meeting.
7. If the Trustees agree to make a grant, this will be paid when building repair work up to the amount of the grant has been completed and an invoice or architect's certificate is presented.
8. Grants are valid for up to three years from the date the grant offer is made.
9. When the work has been completed, we would appreciate a short piece being inserted in your magazine/newsletter and/or put on your website acknowledging receipt of the grant, and publicizing the work of the Trust including the amount of the grant and the work it contributed to.
10. The Trust supports churches being left open during the day. If your church has to be kept locked, we strongly recommend that a notice is displayed stating where a key can be obtained and the full telephone number.



13 What other grants have been applied for or other offers of help have been made?

Please give the amount only if a definite offer has been made:

Heritage Lottery Fund Stage 1: £

Heritage Lottery Fund Stage 2: £

Local Councils: £

Other: £ Please specify below (Approx. 75 words):

14 State the amount of the current funding shortfall and what your plans are to meet it? (Approx. 140 words)

- 15
- |  |     |    |
|--|-----|----|
| a) Have any members of your congregation raised sponsorship money for Ride + Stride? | Yes | No |
| If yes, give dates:  |     |    |
| b) Have any gardens been open as part of the Trust's 'Gardens Open' scheme?          | Yes | No |
| If yes, give dates:  |     |    |
| c) Is the church a member of the Trust? [See point 2(v) on the accompanying notes]   | Yes | No |

Church website address:

Title/Name (in capitals):

Position held:

Address:

Telephone:

Postcode:

E-mail:

Signed:

Date:

In order for this completed form to be considered by the Trustees, it and **a copy of the latest accounts including balance sheet and the accounts of any Friends organisation and Trusts which have the upkeep of the church as their main objective** should be sent before the 15<sup>th</sup> of March, June, September or December to the Trust's Grants

Administrator:

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