

LINCOLNSHIRE CHURCHES TRUST

Notes for Applicants

What type of projects are considered?

Lincolnshire Churches Trust was set up to assist churches of all denominations within the historic boundary of Lincolnshire, to conserve and keep their buildings wind and watertight and safe for use for worship. We welcome applications to the Trust from all places of Christian worship which are at least 100 years old and fit these criteria. We cannot consider applications for work that has been completed or already started.

What is the process?

All applicants have to complete the application form and provide full background information. Once this has been successfully completed, projects may be visited by a member of the Grants sub-Committee of the Trust and the Secretary will prepare a report to present to the Committee when the application is considered. The Committee meets throughout the year. Funds are not depleted at the first meeting in the year and the Trust endeavours to give some help to all applications fitting the above criteria. However, we will not give grants for work which has already started or been completed.

The timing of your application is most important. If you apply long before the work can realistically be started this causes problems as we may have to withdraw the offer of a grant if it is not taken up within approximately one year of the original offer. This is not something we would wish you to do, as we prefer to aid churches which are ready and able to take advantage of an offer, being the best use of funds. We may suggest that you lodge an application with further supporting documentation to follow. So please consider when the work is likely to start before applying. If, having asked for an Application Form, it is not returned to us within twelve months of receipt, then it is no longer valid and you will be asked to request a new form before making your application.

If your PCC is offered a grant, details of how to claim it will be included in the offer letter. This will include returning a Certificate of Completion signed by the Incumbent/Church Warden and the supervisor of the work, whether Architect or Surveyor.

What makes a successful application?

Please describe as fully as possible the project for which the application is being made and provide detailed reference material in the way of drawings, specifications and photographs etc. Do not leave any sections blank or the form may be returned which will lead to unnecessary delay. If you are uncertain about what is required it is better to ring the Grants Secretary to discuss the issue.

Details are required for the whole project whether this falls within the remit of areas eligible for grant or not. **Copies of competitive quotations and schedules of cost of the various items of work, including VAT and fees together with the phases of work or timetables, if**

appropriate, should be provided with proposed start dates. These may be a deciding factor in which projects will receive funding. It is particularly important that you provide the financial background for the church, especially identifying the funds which are available for the project, as well as explaining reasons why other funds may not be used. If there is a Friends organisation which has responsibility for raising money for the upkeep of the fabric of the church, we would like to see copies of their accounts. The repairs must also be covered by Faculty approval (or equivalent) to proceed and they must be supervised by a qualified Architect or Surveyor.

Generally, applications will be more likely to succeed if you can show support from other funders and evidence of fundraising within the community, together with any evidence of regular support for Lincolnshire Churches Trust fund-raising activities, especially the annual Ride-and-Stride.

If you wish to discuss your application with us please telephone the Grants Secretary, Jeffrey Couzens, on 01400 251195 or email jeffreycouzens @btinternet.com.
Also see our website ~ www.lincolnshirechurchestrust.org