

Historic Cheshire Churches Preservation Trust



POLICY FOR THE AWARDING OF GRANTS BY HCCPT

Who is eligible to apply?

Applications are accepted from churches and chapels situated in the geographical area of the Diocese of Chester which is more or less coterminous with that of the historic County of Cheshire. The Trust is a non-denominational body and will consider any church, chapel or meeting house where Christian worship is regularly conducted, of any denomination which is a Member or Associate Member of Churches Together in Britain and Ireland. The Diocesan boundary is simply a geographical convenience.

Individuals (unless it is on behalf of a church) cannot apply.

What type of projects might be funded?

To be eligible to receive funding from HCCPT any work must fall within the objects of the Trust, namely: the preservation, repair, maintenance, improvement, upkeep, beautification and reconstruction of churches in the Diocese of Chester, and of monuments, fittings, fixtures, stained glass, furniture, ornaments and chattels in such churches, and of the churchyard belonging to any of such churches.

HCCPT will not provide grants:

- in respect of running costs and salaries; or
- that are retrospective other than when projects were undertaken as an emergency and the applicant can demonstrate that they have no other funds available to cover the costs incurred.

What criteria guide the type of projects that the trustees support?

In determining the allocation of limited funds between competing applications the Trustees will bear in mind the following criteria and considerations:

The following projects will be favoured:

- Those that aim to preserve the fabric to maintain the building in a weatherproof and usable condition. This will include such matters as roofing, stonework, structural timberwork, foundations, rainwater disposal, heating and glazing.
- The listing and recorded quality of the building with particular regard to the merits of its architecture, archaeology, art and history.
- Where the project is under the supervision of a suitably qualified Architect or Surveyor and is being carried out by contractors holding appropriate qualifications and/or accreditation.
- Applications from churches that have been regular participants in the Annual Ride & Stride event
- Projects that have received grants from other recognized sources such as English Heritage or the National Churches Trust.

It is envisaged that funds will rarely be available for projects that are:

- For improvements or alterations which are not essential for the maintenance of the fabric, nor for work on monuments, bells, clocks, organs, internal fixtures and fittings, artwork or artefacts, lighting, catering and domestic facilities.
- From applicants who have already been successful within a 24-month period.
- For churches whose short-term future, for financial or other reasons, is uncertain and where the building is likely therefore to be closed before the benefit of the project could be realised.

What financial criteria guide the trustees when awarding grants?

Most grant awards are likely to be of the order of £500 to a maximum of £5000. The Trust will not normally consider itself to be the sole or majority supporter of a particular project and will generally limit its contribution to 10% of any scheme of work with an absolute maximum of 50%. It will seek assurances about other funding arrangements particularly matching funds contributed by the local congregation and supporters. The Trust will consider 'pump priming' where this is seen to assist in determining the way forward.

Conditions for the awarding and payment of grants

Where the place of worship belongs to a denomination with an internal system for authorizing work, confirmation of that approval will be required. Evidence of Local Authority permission will be required where that is appropriate.

The Trustees reserve the right to request repayment of any grant made or to withdraw any grant offer made if the project for which assistance was originally sought is aborted or if it becomes apparent that the grant recipient has received more overall funds than is necessary for completion of the project.

The Trust will ask for suitable acknowledgement of its role in any publicity associated with a funded project.

Other conditions (such as the period during which a grant will remain valid) may be set out in the offer letter issued when a grant is awarded. All recipients will be invited to become regular future donors to the Trust.

Before a grant is paid, adequate proof of satisfactory completion must be produced. This will often be in the form of an architect's certificate although alternatives may be acceptable particularly in the case where obtaining such a certificate would be a significant additional expense.

The application process

Applications must be submitted in writing by suitably authorized people on an application form approved by the Trust. The application will detail the objectives of the project, the total project cost, how the grant applied for will be used, funds raised or pledged to date towards the project and whether a grant has previously been given by the Trust (with dates and value).

Background material, such as historical merit and the latest annual report and accounts of the applicant, should be provided. Details of tenders and costings will also be required.

Applicants should allow at least 8 to 12 weeks for an application to be processed and considered by the Trust.

Endorsed by Trustees at Trustee meeting held on 20 September 2013