

**DIOCESE OF GUILDFORD  
CHURCH MAINTENANCE GRANT APPLICATION FORM**

The DBF recognises the importance of church buildings in the mission, witness and life of the parishes in the diocese. Maintenance grants have therefore been made available to support parishes with the repair (and improvements) of their church buildings. These are 'expressions of support'; unfortunately funds are not available for more.

If you would like to make an application for a Church Maintenance Grant please complete the form below and send a copy to the Deputy Diocesan Secretary

If you require any help or advice in completing this form please contact Colin Harbidge

Email: [colin.harbidge@cofeguildford.org.uk](mailto:colin.harbidge@cofeguildford.org.uk)

Tel: 01483 790303

**CHURCH MAINTENANCE GRANTS POLICY**

1. Subject to the DBF having available funds grants and loans may be available to support repairs to church buildings. In general the DBF will not provide support for church halls and other buildings.
2. It is recognised that work on church buildings often includes elements of improvement as well as repair. The focus of the support is towards repair, but the existence of improvements will not prohibit a grant or loan, but pure improvement projects will not normally qualify.
3. The PCC will be working constructively with the DAC and have a creditable business case.
4. To qualify the PCC will have (i) free reserves of less than six months expenditure after the project has been completed (ii) reasonable giving levels or be making reasonable efforts to achieve these and (iii) normal other expenditure.
5. The PCC will be and intend to continue to be up to date with its parish share and be paying by standing order or be working with the Diocese to achieve this.
6. **Grants** – 'standard' grants are expressions of support and may be available up to £10,000 and would not normally exceed 20% of the project cost. Larger grants may be available in exceptional circumstances.
7. Standard grants within the terms of the policy may be approved by the Diocesan Secretary out of the fund designated for the purpose. All grants will be reported to the Bishop's Council.

**GRANT APPLICATION**

<b>PARISH:</b>	
<b>DEANERY:</b>	

**PROJECT DETAILS**

<b>Please give a description of the works being undertaken including start date:</b>

<b>TOTAL COST OF WORKS:</b>	
<b>GRANT REQUESTED:</b>	
<b>Please detail how the PCC is intending to fund the remainder of the works:</b>	

**QUALIFICATIONS**

	YES	NO
Is your PCC Currently up to date with Parish Share?	<input type="checkbox"/>	<input type="checkbox"/>
If not, what efforts are being made to rectify this? <i>Please continue on a separate sheet if required.</i>		
Do you pay Parish Share by Standing Order?	<input type="checkbox"/>	<input type="checkbox"/>
Will the PCC have free reserves of less than six months expenditure after the project has been completed?	<input type="checkbox"/>	<input type="checkbox"/>
Would you describe the giving levels in your parish as 'reasonable'?	<input type="checkbox"/>	<input type="checkbox"/>
Is the DAC aware and supportive of this work?	<input type="checkbox"/>	<input type="checkbox"/>

Are there any other points you would like to make in support of your application?

Application made by:			
Position:			
Tel:		Email:	

Once completed please return this form to Colin Harbidge at the Diocesan Office [colin.harbidge@cofequildford.org.uk](mailto:colin.harbidge@cofequildford.org.uk)

**APPROVAL/SUPPORT (For In house use only)**

Please indicate if you are content to support this application:

POST	YES	NO <i>(please give reasons)</i>
Archdeacon	<input type="checkbox"/>	
Diocesan Secretary	<input type="checkbox"/>	
DAC Secretary	<input type="checkbox"/>	