

**SMALL BUILDINGS GRANT**

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| **Ministry Area**: | **Incumbent**: |
| **Church**: | |

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| 1. | **Overview of the works** |

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| 2. | (a)  (b)  (c)  (d)  (e)  (f)  (g)  (h) | **Specific Church Information**  Is the Church listed? If so, give grading  Is the Church in a conservation area?  Will any graves, vaults, monuments etc., be affected by the proposed works?  Date of the last Quinquennial Inspection of the Church  How often is the church used for public worship?  Is there a need for:   1. Planning permission and/or Building Regulation approval? 2. Listed Building/Conservation Area Consent? 3. Faculty permission?   Average Church income over the last 3 years – please provide evidence.  Is there a church maintenance fund?  If yes, what is the current balance? |  |

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| 3. | **Insurance**  Has it been investigated whether costs could be recovered by insurance? If yes but a claim is not being made, please explain why. |

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| 4. | **Summary of Work** (Please list in of order of priority) |

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| 5. | Estimated cost of works (inc. fees and VAT)  Sum already in hand  Sum promised  Current shortfall | £  £  £  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  £\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| 6. | **Breakdown of Funding** | **In Hand** | **Promised** |

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| 7. | **Other Applications**  Please give details of other applications for funding, including awarded, applied for and refused. If none, please explain why. |

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| 8. | When will the work be carried out? |

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| 9. | Any other notes or information (a supplementary sheet may be used if necessary) |

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| 10. | **Applicant:**  Signed:  Incumbent Endorsement: |

Please submit to the Diocesan Grants Officer along with a copy of the accounts, including the maintenance fund, photos, copies of any professional reports and quotes where available.