



Diocese of Ripon & Leeds Diocesan Advisory Committee Guidelines

APPLYING TO GRANT MAKING BODIES

1. Planning

- Know what you want to do – what is the aim of the project
- How much money is needed and by when?
- How are you going to achieve it? It might take some time to secure funding, particularly on a large or complicated project, so plan well ahead. You may have to develop a track record so that funders can judge your ability to manage projects
- If work is needed on your church building involve your architect, Archdeacon and the DAC at the earliest opportunity to consider Faculty implications

2. Getting organised

To avoid starting from scratch each time collect information on your proposal so that you have a standard set of papers, which can be amended to suit the particular body you are applying to.

Even if your appeal is a low-key affair, your paperwork can still stand out from others with very little effort. Grant-giving trusts complain that on average two out of three submissions from PCCs are inadequate.

It is advisable to set up a group with a wide range of skills, preferably with previous expertise in business or education, who will concentrate on the fundraising project. This group will be responsible to the PCC, who in most cases will be the named group applying for the grant.

This group will need to set about prepare the paperwork which will need to take into account:

- Business Plan – this needs to be clear, concise and well presented taking in the following:
 - History – describing what the problem or issue is
 - Vision What is it? Who benefits?
 - What is needed to achieve the vision?
- Financial issues budget/proposed expenditure
 income projections
- Sustainability maintenance costs
 future developments

- Monitoring and evaluation
 - How you will know that you have achieved your vision
 - How you intend to measure success
- Risk assessment
 - What might prevent you from achieving your vision
 - How might you respond to these challenges

3. Securing funds

You have to convey the benefits of what you want to do in local community terms whilst demonstrating that you know what you are doing in a business like way. You must show how your project will benefit the local community so it may be helpful to think about how you can involve your local community perhaps by undertaking a community audit. This data needs to be analysed and be presented in a clear and supportive document. Some thought needs to be given to identifying who or what organisations you are going to approach for funds.

When planning to apply for grants for a church building start by compiling a 'Statement of Significance' and a 'Statement of Need'. These documents, which set out to explain what is special about your church building and how any planned alterations to the buildings would meet the parish's needs, may be required later in the planning process in any case. Guidance on how to compile a Statement of Significance and a Statement of Need are available from the DAC Secretary or on the Diocesan website.

The following are three possible groups to approach. You may of course wish to use a combination that suits your own particular needs. The bullet points will help you to address and devise your plan for your campaign.

Fundraising from the Church Community

- If the church doesn't believe in it, no-one else will!
- Others respond better if we have given
- Demonstrates one of the common requirements for other funders. Some bodies will need to see applicants contributing at least 10% of the total project costs through their own fund raising activities.
- Be realistic about what you can raise
- Regular Giving/Pledged Giving
- Particular Events
- Identify local selling points
- Entry into networks via church members

Local community, business and sponsorship

- Have a strategy
- Personalise the strategy
- Be clear about what you are asking for, money, goods/services in kind
- What are they going to get from this?
- A feel good factor - how?

- Publicity - balance the interests of different companies
- Is there any sponsorship/advertising that would be deemed inappropriate eg local brewery, pharmaceutical company?

Major Trusts and other Grant Making Bodies

- Identify the Trusts that can respond to your request – see the list below.
- Don't assume that because someone else got money you can apply. Check the Trust's criteria for donating.
- Use Funderfinder (often available through CVS and libraries) to identify potential Trusts.
- Check HOW you apply, application form, letter with supporting information.
- Check application dates and deadlines.
- What are the conditions of the Trust.
- What are your special features.
- Don't lose your vision when you see what funders are offering.
- Use your business plan to fill in the form or send as supporting information
- Let funders know what you have already received
- Are you applying for revenue and/or capital funding
- Have a strategy with timings for applications. If we don't get x we can apply to y.

Public Money – Central or Local Government

Be aware when applying for this type of funding that the following applies:

- Has specific conditions attached -often around political initiatives
- Has clear beneficiaries
- Often has officers to help ascertain whether your project might qualify and to assist in the application process
- Has a lot of monitoring paperwork with it
- Will need long term public acknowledgement
- Can be a useful source for funding core revenue costs
- Can suddenly appear with tight deadlines

If and when you succeed in getting monies and grants given to you always make sure that you comply with conditions or restrictions that are set and do not forget to say "thank you":

- By letter
- By telephone for large donations reassure them that their cheque has arrived, ask what prompted the gift, what do they think of the church
- By visit- time consuming
- By meeting or event
- By public acknowledgement
- Use annual report to list donors - decision needed around corporate/ individual/ above a certain amount
- Newspaper. But get permission before publishing names; donors may not want to get an avalanche of appeals

Fund raising will involve several rejections and lots of opportunities to give up. There are always more applications than there are funds available. If you don't succeed this may be part of building up and developing a relationship for future support. The key thing is better

quality applications which meet the funding organisation's objectives stand a better chance of success. Learn from mistakes and keep trying until you succeed.

Charitable Status of a Parish Church Council

A PCC is a charity (the Charities Act 1993 confirms this) and always has been, with PCC members being the trustees. They are not required to be registered which can sometimes cause grant makers difficulties. Quite often a grant application form will ask for the charity number of the applicant. A PCC cannot use the Diocesan Board of Finance Registered Charity number. It may be helpful to use the following statement:

"The Parochial Church Council is a charity excepted from registration with the Charity Commission under the Charities Act 1993 by the "Charities (Exception from Registration) Regulations 1996" and is recognised as a Charity by the Inland Revenue under reference X*."

*= *the Inland Revenue number used by the parish for gift aid etc*

EXTERNAL FUNDING FACTS

- **Capital vs. revenue:** both sorts of funding are available. Capital only grants often have revenue implications for the applicant to pick up. Revenue grants are usually for a time limited period, after which new funding will need to be found or the project terminates.
- **Project based:** there is a preference for funding specific projects rather than ongoing core costs. Packaging everyday activities as a specific project is one way to counter this.
- **Prioritisation:** Many funds prioritise, often geographically e.g. by areas of urban deprivation or rural areas.
- **Partnerships:** a preference is often given to projects that work in partnership between different organisations e.g. involving local government, voluntary sector and local businesses. The Church has many qualities of a voluntary and community based organisation and is therefore well placed to be in such partnerships.
- **Matched funding:** funds will usually only provide a certain percentage of a project's costs, leaving you to find the rest. Paradoxically this can lead to an organisation increasing expenditure when it begins to receive grants. Sometimes the shortfall can be made up with money from other funds, decreasing the amount of money you need to put in but increasing the complexity of managing the project.
- **Very competitive:** most funds are over-subscribed and reject more applicants than they accept. Knowing who to approach and how to present your project is vital.
- **Quality projects:** because the field is competitive, projects have to be high quality and the application needs to be presented professionally. This implies a cost in putting together an application.
- **Strategy-led:** an organisation should only consider chasing external funding if it fulfils its strategic goals. It is easy to change your project to fit the funding available and end up with a white elephant.
- **A changing situation:** new schemes come along, traditional funds dry up and existing sources re-evaluate their aims and head in a new direction. The situation in external funding is always changing and staying informed needs an investment of time.

SOME DIFFERENT TYPES OF FUNDING

- **National Lottery:** funds in the fields of art, sport, heritage and charitable projects. Large funds are available for quality projects supported by a good application. Lottery distributors are increasingly ring-fencing money for particular priorities and it may become harder to access for some areas. Some local congregations may also have ethical considerations regarding the use of lottery funds.
- **Government:** usually large scale funds for big projects e.g. a few million for regenerating an area of urban degeneration. These projects are often led by local government acting within a multi-agency partnership.
- **Local Government:** very limited, usually related to charitable or environmental projects and subject to intense competition.
- **Charitable trusts:** charitable trusts are organisations founded to make grants to causes, usually to charitable or benevolent organisations. They are often founded by a charity or individual donor who wishes to make a lasting contribution to the causes supported by the trust. Some deal specifically with church buildings, while others support general charitable projects. Each trust has its own criteria for what it supports, how applications should be made, the level of funding available, etc. It is therefore advisable to contact the trust and ask for further information before applying to them for funding. As most trusts are themselves charities, sending a stamped addressed envelope for information is usually appreciated.

If you wish to research further into grant making bodies you can find out more in the **Directory of Grant-Making Trusts**, available in most public libraries. The Directory contains detailed information on hundreds of trusts, along with advice on how to make a good application. Your Local Council for Voluntary Service may be able to help you access "Funderfinder" a computer programme that identifies Trusts that may fund your project.

SOURCES OF FURTHER ADVICE

- **County Councils:** especially for European funding and government schemes.
- **District Councils:** depending on the policy of the particular Council and whether they employ a Funding/Lottery officer or a Community Development Unit.
- **Councils for Voluntary Service:** although the services offered by CVSs can vary significantly.
- **Local libraries:** libraries usually stock books such as the Directory of Grant-Making Trusts and fundraising guides. Your local library will have more information about fundraising, whether by running local events or contacting charitable trusts. You may find the following books useful:

The Directory of Grant Making Trusts

Published annually by the Charities Aid Foundation

Applying to a Grant Making Trust: A Guide for Fundraisers

By Anne Villemuir

Publisher: Charities Aid Foundation, 1996

The Complete Fundraising Handbook (4th edition)

By Nina Botting and Michael Norton

Publisher: Directory of Social Change, 2001

The UK Church Fundraising Handbook

By Maggie Durran
Canterbury Press, ISBN 1-85311-516-9

Regenerating Local Churches

By Maggie Durran
Canterbury Press, ISBN 1-85311-695-5

Tried and Tested Ideas for Raising Money Locally: Small and Medium Scale Events

By Sarah Passingham
Publisher: Directory of Social Change, 1994

- **Fundraising consultants:** but many funds will not accept applications prepared by consultants, preferring the bid to be from the community or organisation planning the project.

Advice rarely extends to supporting a group in developing the project and carrying it through the application process. Finding a fund to apply to is only part of the process, and many bids fail because the project itself is not sufficiently developed or because the application does not do justice to the project.

The DAC are grateful for the help of the Revd Canon Kathryn Fitzsimons, Diocesan Urban Officer, for her help with this part of the paper. Kathryn may also be able to give you advice on fundraising strategies – contact her by email on kathrynfitzsimons@hotmail.com.

Within the diocese Mr Paul Winstanley, the Diocesan Stewardship Adviser, will also be able to give you valuable advice. He can be contacted by telephone on 0113 2000 555 or email paulw@riponleeds-diocese.org.uk.

GRANT MAKING BODIES

Please note that fund givers often want to see that necessary permission (faculty, planning, listed building consent) is in place, or has been applied for, before making a grant. It is important to make sure that these applications are made before or in parallel with the search for funds. There is nothing worse than gaining funding and not being able to spend it because you still need to get a faculty.

To enable this document to remain useful it would be helpful if you could let the DAC Secretary know how successful you have been with fundraising or if you find that an organisation listed here no longer provide grants.

PRESERVATION OF HISTORIC BUILDINGS

The Alan Evans Memorial Trust

The trust will consider giving grants of £200 to £5,000 for the preservation of religious buildings of historic or architectural interest. Grants are not made for 'updating' (e.g. installation of modern facilities).

Contact: The Alan Evans Memorial Trust, Messrs Coutts & Co, Trustee Department, PO Box 1236, 6 High Street, Chelmsford, Essex, CM13 1BQ

Lord Barnby's Foundation

The Foundation will consider giving grants for the preservation of buildings, both religious and secular, of historic or architectural interest. Organisations with charitable status and religious establishments only. No financial assistance is available for individuals. Amount of grant is in the region of £1,000 - £5,000. Applications by letter describing the applicant organisation and the project. A copy of the last year's audited accounts should be enclosed. Trustees meet three times a year. Applications can be submitted at any time.

Contact: Saffery Champness
Lion House, Red Lion Street, London, WC1R 4GB

Tel: 020 7841 4000

The Beaverbrook Foundation

Funds are available for the 'erection or improvement of the fabric of any church building'.

Contact: The Beaverbrook Foundation, 33 Lowndes Street, London, SW1X 9HX

Tel: 0207 235 3131

Website: www.beaverbrookfoundation.org.uk

The Diocesan Board of Finance

The DBF may consider assistance in the form of a discretionary loan or grant from the Church Buildings Fund. This committee disburses small grants and makes loans for:

- The erection of churches, or the purchase of buildings suitable for churches, in connection with the Church of England, in those parts of the Diocese in which additional places of worship are most needed; and the increase of church accommodation in churches already existing
- The repair and improvement of church buildings

Your Area Dean and Archdeacon must support and sign your application. For a loan application form:

Contact: Norman Gardner, Financial Secretary, Ripon and Leeds DBF, St Mary's Street, Leeds, LS9 7DP
Email: Normang@riponleeds-diocese.org.uk
Tel: 0113 2000 550

English Heritage – Repair grants for places of worship 2005-2007

Talk to your Archdeacon about the implications of an English Heritage grant before you go too far down this road. The scheme is jointly funded by EH and the Heritage Lottery Fund to support urgent, high level repair works. Stage One grants are for development funding, with Stage Two grants for the main repairs. Grants are offered on a 40% basis in most cases, but may be more or less. **Read the application form and guidance carefully:** it must be supported and signed by the Archdeacon.

Contact: English Heritage, Yorkshire Region, 37 Tanner Row, York, YO1 6WP
Tel: 01904 601901
Website: www.english-heritage.org.uk

The Friends of Friendless Churches

Set up in 1957 to save disused but beautiful old places of worship of architectural and historical interest from demolition, decay and unsympathetic conversion.

Contact: The Friends of Friendless Churches c/o St Ann's Vestry Hall, 2 Church Entry, London EC4V 5HB
Website: www.friendsoffriendlesschurches.org.uk

The Garfield Weston Foundation

The Garfield Weston Foundation runs a specific grant programme for churches, including grants for modifications to improve community use, for re-ordering, improving disabled access, and creating toilet and kitchen facilities. The foundation will also consider giving grants for the preservation of religious buildings of historic or architectural interest.

Contact: The Administrator, Garfield Weston Foundation, Weston Centre, 10 Grovesnor Street, London, W1K 4QY
Tel: 0207 399 6565
Fax: 0207 399 6580
Website: www.garfieldweston.org.uk

Specific details on Church applications:

www.garfieldweston.org.uk/policy/ChurchApplications.aspx

The Georgian Group

Through the FE Cleary Heritage Fund (commonly known as the Cleary Fund), The Georgian Group gives small grants each year towards the repair and restoration of Georgian buildings and monuments. Around five grants, averaging about £1,500 each are given annually. Applications are considered annually in September.

Contact: The Georgian Group, 6 Fitzroy Square, London, W1T 5DX
Tel: 0207 529 8929

Email: michael@georgiangroup.org.uk
Website: www.georgiangroup.org.uk

GC Gibson Trust

The trust will consider giving grants for the preservation of religious buildings of historical or architectural interest. Apply in writing giving details of your organisation, the project and the need for it, a copy of your accounts and any associated literature you consider relevant.

Contact: GC Gibson Trust, c/o Deloitte & Touche, Blenheim House, Fitzalan Court, Newport Road, Cardiff, CF2 1TS
Tel: 0292 048 1111

Simon Gibson Charitable Trust

The trust will consider grants of £2,000 - £5,000 for the preservation of religious buildings of historic or architectural interest. Apply in writing.

Contact: Simon Gibson Charitable Trust, c/o Mr B Marsh (Trustee), Wild Rose House, Llancarfan, Vale of Glamorgan, CF62 3AD
Email: brian@marsh66.fsnet.co.uk

Harrogate Churches Repair Fund

The Diocesan Board of Finance administers this fund which gives grants to churches within a 7 mile radius of the War Memorial in Harrogate. For an application form contact:

Contact: Norman Gardner, Financial Secretary, Ripon and Leeds DBF, St Mary's Street, Leeds, LS9 7DP
Email: Normang@riponleeds-diocese.org.uk
Tel: 0113 2000 550

Heritage Lottery Fund

A range of grant programmes to support heritage projects and buildings. Projects will need to demonstrate that they are involving the wider community and increasing access to, and learning about heritage. Grants are offered for both repairs to buildings or objects, and new facilities.

Contact: Heritage Lottery Fund, 7 Holbein Place, London, SW1W 8NR
Tel: 0207 591 6000
Website: www.hlf.org.uk

The Historic Churches Preservation Trust

Buildings must be at least 100 years old and in need of structural repair to qualify: the Diocesan Advisory Committee will be asked to comment upon applications. For grants for new and disabled facilities, contact the office for an application form. Their website contains a simple questionnaire to see whether a project will be eligible for a grant before applying.

Contact: The Historic Churches Preservation Trust, 31 Newbury Street, London EC1A 7HU
Tel: 0207 600 6090
Email: info@historicchurches.org.uk
Website: www.historicchurches.org.uk

Idlewild Trust

The trust will consider giving grants of £500 - £5,000 for the preservation of religious buildings of historic or architectural interest. It will also support projects involving the preservation of their contents, such as furniture and wall paintings.

Contact: The Administrator, The Idlewild Trust, 1a Taylors Yard, 67 Alderbrook Road, London, SW12 8AD
Tel: 0208 772 3155 (Tuesdays and Wednesdays 10am to 4pm)
Email: idlewildtrust@lineone.net
Website: www.idlewildtrust.org.uk

The Incorporated Church Building Society

The ICBS only helps Anglican churches, but regardless of their age; an application to HCPT will act as an application for ICBS. Their focus has shifted from building new churches to repair and extending the worship area, however there is still a fund for assisting with the cost of new churches.

Contact: The Incorporated Church Building Society, Fulham Place, London, SW6 6EA or through the Historic Churches Preservation Trust.

Jill Franklin Trust

Makes grants towards the restoration of churches of architectural importance (those that command at least half a page in Pevsner's Buildings), and which are favoured by the Trust. No funding for improvements or re-ordering. Write with details of the project and costings.

Contact: Jill Franklin Trust, 78 Lawn Road, London, NW3 2XB
Tel: 0207 722 4543
Email: lawnroad@blueyonder.co.uk

Landfill Tax Scheme – see the separate section below

Leeds Church Extension Society

The Society supports the work of churches in the Archdeaconry of Leeds. Grants are made for schemes of restoration, re-ordering and extension of church buildings, and towards equipment expenses for outreach projects. Help is also available by way of short-term loans. Applications for assistance, and advice about other grant aid agencies, should be made to the Secretary. The committee meets in March, June and October to consider applications. It is helpful if parishes considering applications could first telephone the Secretary for an initial discussion. Please also refer to their website.

Contact: The Secretary, Revd Dr Roy Yates 99 Green Lane, Cookridge, Leeds LS16 7EE
Tel: 0113 267 7508
Website: www.lces.org

The Leche Trust

The trust will only make grants for buildings of the period 1680-1830. It may also be able to help with grants concerning bells, furnishings and fittings, and churchyard monuments.

Contact: Mrs Louisa Lawson, 84 Cicada Road, London, SW18 2NZ
Tel/fax: 0208 870 6233

Listed Places of Worship Grant Scheme

Applies to all listed places of worship of all religions throughout the UK. An interim grant scheme which returns VAT spent on eligible repair works to church buildings, due to run until March 2011. Eligible works are those that involve repairs to, or maintenance of, the fabric of the building, and as announced in the Budget on 22 March 2006, the scheme now covers VAT paid on professional fees and on repairs to certain fixtures and fittings (incurred since 22 March 2006).

Applications should be made after works have been completed – for works carried out after 31 March 2004, the full amount of VAT can be reclaimed. Eligible works carried out between 1 April 2001 and 31 March 2004 will receive the difference between 5% and the actual amount of VAT paid.

Contact: Listed Places of Worship Grant Scheme, PO Box 609, Newport,
NP10 8QD

Tel: 0845 601 5945

Website: www.lpwscheme.org.uk

Livery Companies

The Livery Companies of the City of London are all charitably disposed but vary greatly in resources. Applications most likely to be successful are for work to be carried out on items of specific interest to that Company, e.g. the Worshipful Company of Glaziers for the conservation of stained glass. Applications should be addressed to the Clerk. A list of the Companies and their addresses is given in Whitaker's Almanac and also at www.cityoflondon.gov.uk/Corporations/leisure_heritage/livery/linklist.htm

Local Authorities

Local Authorities are enabled by the Local Authorities (Historic Building) Act 1962 to contribute grants or loans towards repair and maintenance of churches. Tenacity and support of local councillors is useful. Contact your Local Authority Planning Department for further information.

The Manifold Trust

The trust will consider grant aiding the preservation of any buildings of historical or architectural interest. Grants are usually between £1,000 and £9,000, but there is no upper limit. Applications should be made by a letter describing the project, with a photograph if appropriate, stating the total cost and how much has already been received or promised, or is available from the applicant's own funds. Churches seeking funding for structural repairs should apply through the Historic Churches Preservation Trust (see separate entry). The Manifold Trust does not fund 'improvements to churches' but they do make grants for bells which have been unringable for many years and where the bells are to be restored for full cycle ringing, not for chiming.

Contact: The Secretary, The Manifold Trust, Shottesbrooke House, Maidenhead,
SL6 3SW

The Normanby Charitable Trust

The Trust will occasionally consider giving grants for the preservation of religious and secular buildings of historic or architectural interest in the North East of England. By letter. No response is made unless the application is successful.

Contact: The Normanby Charitable Trust
Morgan Intakes, Fryup, North Yorkshire, YO21 2AT

The Pilgrim Trust

The Pilgrim Trust makes annual block grants for the repair of the fabric of historic churches to the Historic Churches Preservation Trust. Applications should therefore be directed through the HCPT. Until recently the Pilgrim trust made an annual block grant to the Council for the Care of Churches for the conservation of historic contents (organs, bells, glass and monuments etc.) and important structures and monuments in church yards for places of worship of all denominations. This arrangement has now ceased and applications for such grants, after the end of 2005, should be addressed to the Pilgrim Trust until new arrangements can be put in place.

Contact: Georgina Naylor, The Pilgrim Trust, Cowley House, 9 Little College Street, London, SW1P 3SH
Tel: 0207 222 4723
Email: georgina.naylor@thepilgrimtrust.org.uk
Website: www.thepilgrimtrust.org.uk to download an application form and guidance notes

The Sainsbury Family Charitable Trusts

There are a number of Sainsbury Family Charitable Trusts, several of which, particularly the Monument Historic Buildings Trust, grant aid church repair work. The Headley Trust also has a programme of small grants towards fabric repair of medieval churches in rural parishes whose congregations are too small to handle project costs. Applications should be by letter outlining details of the project.

Contact: Sainsbury Family Charitable Trusts, Allington House, 1st Floor, 150 Victoria Street, London, SW1E 5AE
Tel: 0207 4100330

Woodroffe Benton Foundation

Funds conservation and improvement of the environment, including the preservation of historic church buildings. Applications should be submitted before a Trustee meeting. The Trustees meet quarterly in January, April, July and October. The fund rarely donates more than £2,000.

Contact: Foundation's Secretary, Woodroffe Benton Foundation, 16 Fernleigh Court, Harrow, Middlesex HA2 6NA
Tel: 020 8421 4120,
Email: alan.king@which.net.

Yorkshire Historic Churches Trust

Awards grants for the repair and maintenance of Christian Churches in the old county of Yorkshire.

Contact: Secretary & Grants Committee Secretary: Miss Margaret Barlow

Tel: 11 Fieldfare Drive, Gateford, Worksop S81 8TP
01909 478873
Email: barlow@yhct.freeseve.co.uk

LANDFILL TAX CREDITS SCHEME/LANDFILL COMMUNITIES FUND

The LTCS was designed to help mitigate the effects of landfill upon local communities. Landfill operators may claim a credit against their landfill tax payment if they make a voluntary contribution to an approved environmental body. Churches can apply for funding from these environmental bodies when they have projects which involve 'the protection of the environment, the maintenance, repair or restoration of a building or other structure which is a place of religious worship or of historic or architectural interest'. Before applying for funding via LTCS, applicants have to register the project and group with ENTRUST - for the Landfill Tax Credits Website see: www.ltcs.org.uk.

The three bands of funding that are available to churches are:

- **Category D:** projects that provide or maintain public amenities or parks within 10 miles of a landfill site.
- **Category DA:** delivery of biodiversity conservation for UK species habitats.
- **Category E:** projects to restore or repair buildings for religious worship, or of architectural or historical interest within 10 miles of a landfill site.

One route to accessing this funding is to approach a Distributive Environmental Body (D-EB). Most of the D-EB's have a 10 mile rule, which states that the body for which funding is being sought must lie within a 10 mile radius of a landfill site.

Distributive Environmental Bodies operating in the Ripon and Leeds Diocese include:

Yorkshire Historic Churches Trust

YHCT provide grants to churches situated in Yorkshire before the 1974 Local Government Reorganisation. Applicants need to provide 11% of the funding that is being requested. The Trust cannot fund the provision of new buildings or the re-ordering or extension of the old buildings which includes disabled facilities; nor fund new installations of heating, lighting, sound systems, organs, bells and clocks.

Contact: Margaret Barlow, 11 Fieldfare Drive, Gateford, Worksop, Notts, S81 8TP
Tel: 01909 478 873

Waste Recycling Environmental Ltd (WREN)

WREN funds a number of community, heritage and conservation projects situated in its operating area. Preference is given to local community projects which demonstrate self-help, show lots of people are benefiting and can show community support or that appropriate consultation has been carried out. Third party funding at 11 % is required. Further partnership funding is recommended to act as a lever to an award. WREN mostly part-funds projects although 100% is awarded in exceptional circumstances. The project must be situated within 10 miles of a WRG Landfill site.

Contact: Lisa Green, WREN House, Manor Farm, Bridgham, Norwich, Norfolk, NR16 2RX
Tel: 01953 717165
Website: www.wren.org.uk

GrantScape

Projects should be located within 10 miles of a WRG Waste Services Limited landfill site (formerly owned by Shanks Waste Services Ltd). Limited funds are available for projects of national significance falling outside of these areas.

Contact: Office E, Broughton Road, Salford, Milton Keynes, MK17 8BU

Tel: 01908 545780
Website: www.grantscape.org.uk

Yorventure

Third party funding at 10% of the total amount requested is normally required. Applicants will need to identify a potential landfill operator within 10 miles of their site who may be willing to fund their project.

Contact: Chris Jones, Pegholme Mill, Wharfbank Business Centre, Ilkley Road, Otley, Yorkshire, LS21 3JP
Tel: 01943 850089
Website: www.yorventure.co.uk

Green Leeds Ltd

Green Leeds Ltd. objectives are the protection, preservation and improvement of the environment for the benefit of the public and to advance the education of the public in all matters concerning the environment within the Metropolitan District of Leeds.

Contact: Sue Lumby, Resources Team, Leeds City Council, Neighbourhoods and Housing Department, 5th Floor, Merrion House, 110 Merrion Centre, Leeds, LS2 8BB
Tel: 0113 247 8185

Royal Society of Wildlife Trusts - Biffaward

The fund offers three levels of support: - Small grants between £250 and £5,000 for projects that enable communities to improve local amenities and to conserve wildlife and habitats. Medium grants between £5,001 and £50,000 for projects that provide and improve community facilities to act as mechanisms for recreation, sporting achievement, lifelong learning and community involvement. In addition funding is directed to projects that conserve and promote biological diversity through the provision, conservation, restoration or enhancement of a natural habitat. Applicants must be able to identify third party funding at 10 per cent. –Flagship grants between £150,000 and £500,000 for larger projects that support regionally or nationally significant voluntary sector led regeneration or biodiversity projects to make a significant impact on the quality of life of the region. Applicants must secure 25 per cent of the total project cost from an alternative source (in addition to the 10 per cent third party contribution) The fund will only support projects that are within 10 miles of Biffa operations as well as being within 10 miles of a landfill site.

Contact: The Grants team, The Kiln, Waterside, Mather Road, Newark, Nottinghamshire, NG24 1WG
Tel: 0870 036 1000
Website: www.biffaward.org.uk

GRANTS FOR CONTENTS

BELLS

The Barron Bell Trust

This Trust makes grants for bells. It is an Evangelical Trust and favours applications from parishes of similar churchmanship. Applicants should have raised in the region of 50% of the total cost of the project prior to application.

Contact: The Barron Bell Trust, the Managing Trustee, I.C. Walrond, 71 Lower Green Road, Penbury, Tunbridge Wells, Kent, TN2 4EB

Central Council of Bell Ringers

Provides information for bell ringers but can assist by providing procedural, planning and technical advice. They have a Bell Restoration Committee which assists those who are planning the fund raising for bell projects, it provides access to the Funder Finder software and it administers both the Central Council Bell Restoration Fund and the Fred E Dukes International Bell Fund.

Contact: via their website - www.cccbr.org.uk

Council for the Care of Churches

Provide grants for the conservation of church furnishings and fittings of historic/aesthetic interest, including bells and organs.

Contact: Council for the Care of Churches, Conservation Officer: Andrew Argyrakis, Church House, Great Smith Street, London SW1P 3NZ

Tel: 0207 898 1885

Fax: 0207 898 1881

Email: enquiries@ccc.c-of-e.org.uk

Website: www.churchcare.co.uk

The Pilgrim Trust

Until recently the Pilgrim trust made an annual block grant to the Council for the Care of Churches for the conservation of historic contents (organs, bells, glass and monuments etc.) and important structures and monuments in church yards for places of worship of all denominations. This arrangement has now ceased and applications for such grants, after the end of 2005, should be addressed to the Pilgrim Trust until new arrangements can be put in place.

Contact: Georgina Naylor, The Pilgrim Trust, Cowley House, 9 Little College Street, London, SW1P 3SH

Tel: 0207 222 4723

Email: georgina.naylor@thepilgrimtrust.org.uk

Website: www.thepilgrimtrust.org.uk to download an application form and guidance notes

The Foundation for Sport and the Arts

The Foundation's income comes from a tax on the football pools and is now in the region of £60 million per year. One third of this is devoted to the Arts. As such, they make grants available for church organs and possibly bells. With regard to organs, their guidance states that 'the Trustees are inclined to be supportive of refurbishment schemes. A key

consideration is the extent to which the organ is used for public performances, recitals, concerts, provision of music for amateur occasions and the like'. You therefore need to demonstrate a good level of general musical contribution to the community, it is very important in any application to stress the number of people who will benefit from the proposal, both as users and audience. This is potentially a major source of funding. Full guidelines as to the application process can be downloaded from the website, or obtained by writing to the address below.

Contact: PO Box 20, Liverpool, L13 1HB
Tel: 0151 259 5505
Email: contact@thesfa.net
Website: www.thesfa.net

The Sharpe Trust

Makes grants for bells that are of ancient or historic significance.

Contact: c/o the Grant Secretary, Mr A Strickland, 71 North Holme Road, Cirencester, West Sussex, GL7 1DA
Tel: 01285 885734
Email: alan.strickland4@btinternet.com
Website: www.sharpetrustees.org.uk

FURNISHINGS

Cottam Will Trust

Makes grants for 'the purchase for the advancement of religion, of objects of beauty to be placed in ancient gothic churches'.

Contact: Cottam Will Trust c/o The Friends of Friendless Churches c/o St Ann's Vestry Hall, 2 Church Entry, London EC4V 5HB
Website: www.friendsoffriendlesschurches.org.uk/cottamwilltrust.htm

Council for the Care of Churches

Provide grants for the conservation of church furnishings and fittings of historic/aesthetic interest, including bells and organs. The CCC also administer funds awarded to them by the **Rupert Gunnis Memorial Trust**, which exists to provide modest funds for the conservation of sepulchral monuments within the period 1660-1860; the **Wolfson Foundation** which has made funds available for fabric repair to Anglican Churches listed Grade I or exceptionally II* built before 1850, the **Esmée Fairbairn Charitable Trust**, the **Manifold Trust** and the **Mercers' Company**. Grants are also available for the cost of conservation reports.

Contact: Council for the Care of Churches, Conservation Officer: Andrew Argyrakis, Church House, Great Smith Street, London SW1P 3NZ
Tel: 0207 898 1885
Fax: 0207 898 1881
Email: enquiries@ccc.c-of-e.org.uk
Website: www.churchcare.co.uk

Idlewild Trust

The trust will consider giving grants of £500 - £5,000 for the preservation of religious buildings of historic or architectural interest. It will also support projects involving the preservation of their contents, such as furniture and wall paintings.

Contact: The Administrator, The Idlewild Trust, 1a Taylors Yard, 67 Alderbrook Road, London, SW12 8AD
Tel: 0208 772 3155 (Tuesdays and Wednesdays 10am to 4pm)
Email: idlewildtrust@lineone.net
Website: www.idlewildtrust.org.uk

The William and Jane Morris Fund

Grants are made for limited programmes of work concerned with the conservation of non-structural features such as stained glass windows, sculpture, furniture, internal monuments and tombs, and wall paintings. Repairs to bells and organs are not eligible. Applications for grants majors structural repairs and fabric maintenance are considered only under exceptional circumstances. Only buildings or monuments erected before 1896 are eligible; grants offered are usually under £1,000.

Contact: The William and Jane Morris Fund, c/o The Assistant Secretary, Society of Antiquaries, Burlington House, Piccadilly, London, W1J 0BE
Tel: 0207 479 7080
Email: admin@sal.org.uk
Website: www.sal.org.uk/grants/williamjane.php

GLASS

The Glaziers' Trust

Financial assistance in the range of £250 - £5,000 for the preservation of important examples of medieval stained and painted glass, post-Reformation glass at the end of the 18th Century, and later works of particular historic significance or exceptional artistic merit. Grants are restricted to glass, leading, saddle bars and fixing. They are not available for stone or brickwork repairs or protection from weather or vandals. The Trust also provides details of historic stained glass available for re-use.

Contact The Clerk, The Glazier's Trust, Glazier's Hall, 9 Montague Close, London SE1 9DD
Tel: 0207 403 6652
Email: info@worshipfulglaziers.com
Website: www.worshipfulglaziers.com/glaziers_trust.asp

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MEMORIALS

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Tel: 0207 898 1885
Fax: 0207 898 1881
Email: enquiries@ccc.c-of-e.org.uk
Website: www.churchcare.co.uk

Memorial Grant Scheme

An interim grant scheme, which returns, in grant aid, the amount of VAT incurred on the construction, renovation and maintenance of eligible memorials. The scheme is currently due to run until 2011. Churches can reclaim VAT incurred on eligible construction, renovation and maintenance of public memorials since 16 March 2005. The scheme does not cover private expressions of remembrance such as headstones. Examples of eligible structures are: stained glass windows, stone crosses, monoliths, statues, and plaques fixed to buildings.

Contact: Memorials Grant Scheme, PO Box 609, Newport, NP10 8QD
Tel: 0845 600 6430
Website: www.memorialgrant.org.uk

War Memorial Trust

War Memorials Trust is the only charity working solely to protect and conserve the estimated 65,000 War Memorials in the UK. The Trust provides information on a wide range of War Memorial issues as well as funding advice

Contact: The War Memorial Trust, 4 Lower Belgrave Street London SW1W 0LA
Tel: Conservation (for advice and details on grants) - 020 7881 0862
Email: info@warmemorials.org
Website: www.warmemorials.org

ORGANS

Arts Council Arts Lottery Fund

To improve cultural facilities which includes organ restoration or improvement to a building for concert facilities.

Contact: Arts Council of England, Lottery Department

The British Institute of Organ Studies

Does not have any grants available, however has produced a very useful guide to applying for grants for works to historic pipe organs, with details of a number of bodies to approach. This can be downloaded from their website or hard copies can be obtained at a cost of £2 from the address below.

Contact: The Secretary, British Institute of Organ Studies, Lime Tree Cottage, 39 Church Street, Haslingfield, Cambridge, CB23 1JE

Website: www.bios.org.uk

Council for the Care of Churches

Provide grants for the conservation of church furnishings and fittings of historic/aesthetic interest, including bells and organs.

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Fax: 0207 898 1881

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Contact: PO Box 20, Liverpool, L13 1HB

Tel: 0151 259 5505

Email: contact@thesfa.net

Website: www.thesfa.net

The Manifold Trust

The Manifold Trust does not fund 'improvements to churches' but they do make grants for bells which have been unringable for many years and where the bells are to be restored for full cycle ringing, not for chiming. Applications should be made by a letter describing the project, with a photograph if appropriate, stating the total cost and how much has already been received or promised, or is available from the applicant's own funds.

Contact: The Secretary, The Manifold Trust, Shottesbrooke House, Maidenhead, SL6 3SW

The On Organ Fund

Grant assistance for organ repairs. Grants of between £100 and £1,000.

Contact: Mr A Thurlow, 2 St Richard's Walk, Cathedral Close, Chichester, West Sussex, PO19 1QA

Email: alv@onorganfund.org.uk

Website: www.onorganfund.org.uk

The Ouseley Trust

Funding is available for organ repairs and other musical objects for churches where there is an active choral tradition.

Contact: The Ouseley Trust, c/o Clerk to the Trustees, Mr Martin Williams, 127 Coleherne Court, London, SW5 0EB

Email: clerk@ouseleytrust.org.uk

Website: www.ouseleytrust.org.uk (under construction)

The Pilgrim Trust

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Tel: 0207 222 4723

Email: georgina.naylor@thepilgrimtrust.org.uk

Website: www.thepilgrimtrust.org.uk to download an application form and guidance notes

The Pilling Trust

Grants available for Anglican churches with particular interest in churches that maintain an active choral tradition. Typically the project might involve a major repair or replacement of the church organ.

Contact: Waterworths Chartered Accountants, Central Buildings, Richmond Terrace, Blackburn, BB1 7AP

Tel: 01254 51123

Fax: 01254 682 483

GRANTS FOR NEW FACILITIES IN CHURCHES

Awards for all

Small grants from £300 to £10,000 for arts, heritage, community, sports, education, health and environment projects which increase community participation. A simple application process with no match-funding needed, and a decision within 8 weeks of applying. If successful, you must however spend the funding within one year. In terms of funding for churches, they will not offer grants for repairs to the fabric of the church, but will consider funding new facilities within churches if they are shown to increase community use. They have previously offered grants for churches to install disabled access and toilets in order to make the church buildings more accessible to the wider community, and to purchase equipment for churches which will be used by young people in the community.

Contact: 0845 600 2040
Email: general.enquiries@awardsforall.org.uk
Website: www.awardsforall.org.uk

The Big Lottery Fund

The Big Lottery Fund was launched in 2004 and distributes half of all national lottery good cause funding across the UK. The Fund's new Community Buildings programme was launched in July 2006, to provide grants for 'buildings that will be hubs for communities'. They will provide funding for creating or improving facilities that offer a wide range of services and activities to a broad range of local people. They can also offer development grants to contribute towards the cost of developing the project further. Applications assessed in two stages; applicants must submit their first stage application by 30 April 2007; those successful at stage one will be invited to apply for stage two. Grants offered are between £50,000 and £500,000.

Tel: 0845 410 2030
Website: www.biglotteryfund.org.uk

The Charles Hayward Foundation

Size of grants available are typically £1,000 to £20,000. Fund a limited number of capital projects to accommodate community activities, where the project is a capital build or extension costing less than £250,000. The new facilities must accommodate new activities, which are at a demonstrably advanced stage of their planning. The activities must be designed to meet basic needs of new clients and users. They will fund capital costs of community facilities provided by churches and faith groups. Trustees meet four times a year to consider applications.

Contact: David Brown, Administrator, The Charles Hayward Foundation, Hayward House, 45 Harrington Gardens, London, SW7 4JU
Tel: 0207 370 7063
Website: www.charleshaywardfoundation.org.uk

THE NORWOOD AND NEWTON SETTLEMENT

Provides small grants for redevelopment work in church buildings.

Contact: D M Holland, Trustee, The Norwood and Newton Settlement
126 Beaulay Way, Romford, RM1 4XL
Tel: 01708 723670

The Church and Community Fund (formerly the Central Church Fund)

A fund that supports both capital and revenue projects, including preliminary costs such as feasibility studies or professional fees. All projects should seek to strengthen the relationship between the church and the local community, should benefit the church locally as a whole, and should manifest a sense of vision in responding to needs. Previous grants offered have included funding projects to enable activities for children and young people; to provide disabled access and facilities to increase community use, and for an extension to a vestry to provide a meeting room, toilet and kitchen facilities. Grants are not made for maintenance, restoration, repair or heritage works to church buildings.

Contact: The Central Church Fund, Church House, Great Smith Street, London, SW1P 3NZ
Tel: 0207 898 1767/1541/1564
Email: ccf@c-of-e.org.uk
Website: www.centralchurchfund.org.uk

The Rank Foundation

Concentrates on the promotion of Christian principles through film and other media, encouraging and developing leadership amongst young people, and supporting disadvantaged young people and those frail and lonely through old age or disability. In general, they do not make grants for church buildings, except where community facilities form an integral part of the appeal. They have previously funded extensions to churches, and upgrading facilities in churches so that they can be used by both the church and the wider community.

Contact: Mrs Sheila Gent, Grants Administrator, PO Box 2862, Whitnash, Leamington Spa, CV31 2YH
Tel: 01926 744550
Email: Sheila.gent@rankfoundation.com
Website: www.rankfoundation.com

TRUSTS SUPPORTING CHRISTIAN PROJECTS

Church Urban Fund

Gives grants to community groups, usually linked to churches and faith-based activity, enabling them to offer help to people living in our poorest communities. Funds projects that assist churches in deprived areas in their outreach to their local community: Projects need to be tackling the effects of poverty, based in the local community and offering activities that are open to not just the church members. CUF does not fund projects for the internal re-ordering of churches for worship, church maintenance or repairs. All applications are initially considered by the Diocese (through the Diocesan Projects Officer), who then select which projects go forward to the CUF for consideration.

Contact:

Diocesan Projects Officer: The Revd Paul Ainsworth
St Stephen's House, Tynwald Drive
Moortown, Leeds LS17 5DR
Tel: 0113 268 7338
Email: batandball@btopenworld.com

Website: www.churchurbanfund.org.uk

The Dulverton Trust

The main work of the trust is conducted in three areas: Youth and Education, Conservation, and General Welfare. Christianity is classed as a further area of priority, but grants for church buildings are generally excluded, as the Trust makes an annual block grant to the Historic Churches Preservation Trust (see above). Grants are only made to registered charities, and applications should be made in writing and be no more than two sheets of paper. Initial enquiries to establish a project's eligibility can be made by telephone.

Contact: The Secretary, The Dulverton Trust, 5 St James Place, London, SW1A 1NP

Tel: 0207 629 9121

Email: trust@dulverton.org

Website: www.dulverton.org

Harrogate, Church House Trust

Small amounts of money are available from this organisation for funding to support Christian mission and ministry in the Harrogate area. The Church House Trust makes grants to churches affiliated to, or groups supported by, Churches Together in Harrogate.

Contact: The Trust Secretary, 12 Kingsley Road, Harrogate, HG1 4RB

Tel: 01423 548778

Website: <http://www.harrogate.co.uk/churchestogether>

Laing's Charitable Trust

Their aims include the relief of poverty, incapacity or sickness, the advancement of religion or such other charitable purposes as the trustees see fit to support. They will not fund individuals and applications should be in writing.

Contact: D W Featherstone, Secretary, Laing's Charitable Trust, 133 Page Street, London, NW7 2ER

The Souter Foundation

Offers support with revenue costs for 'projects engaged in the relief of human suffering in the UK or overseas, particularly those with a Christian emphasis'. The majority of grants are for £200 - £500, but some grants exceed this amount. Applications should be in writing and no more than 2 sides of A4.

Contact: Lynda M Scott CA, Secretary, The Souter Foundation, 21 Auld House Wynd, Perth, PH1 1RG

Tel: 01738 634745

GENERAL CHARITABLE TRUSTS

Allchurches Trust Limited

In general terms, the Trustees make charitable grants to the Church and Christian community. Grants will be considered in response to appeals in support of churches, church establishments, religious charities, charities preserving UK heritage, schools promoting Christian religion, charities sponsored or recommended by the Church in the United Kingdom, the local community and those concerned with the welfare of the disadvantaged and disabled. Grants are made out of income derived from the Ecclesiastical Insurance Office plc and are normally made in the form of single payments. Included amongst examples of recent grants offered were those for repair and restoration works to church buildings. Applications made in writing with an application form.

Contact: Company Secretary, Allchurches Trust Limited, Beaufort House, Brunswick Road, Gloucester GL1 1JZ

Tel: 01452 528533

Website: www.ecclesiastical.co.uk

The Bernard Sunley Charitable Foundation

Appeals from registered charities are considered regularly and applications should be made by letter enclosing a copy of your latest approved accounts and annual report. Makes grants to a range of causes, including headings such as 'Community Aid and Recreation', 'Churches and Chapels' (including fabric repairs) 'Youth Clubs' and 'Provisions for the Elderly'. The grants tend to be heavily subscribed however, and chances of success in being awarded a grant may be small.

Contact: The Bernard Sunley Charitable Foundation, 20 Berkeley Square, London, W1J 6LH

Tel: 0207 408 2198

The Lankelly Chase Foundation

Current priorities are centred on 3 themes, support of neighbourhood communities and families, support of people whose mental and physical disabilities require special resources, support for groups who are marginalised because of poverty, unemployment or crime. These broad priorities include elderly people, the homeless, drug and alcohol issues, ethnic minorities and young people. The foundation does not support the advancement of religion, individual youth clubs or the under fives. Applications should initially be through a letter and include a copy of your organisation's annual report and accounts.

Contact: The Lankelly Chase Foundation, 1 The Court, High Street, Harwell,
Oxfordshire, OX11 0EY
Tel: 01235 820044
Website www.lankellychase.org.uk

Lloyds TSB Foundation for England and Wales

The foundation primarily allocates its funds to support local communities, helping people to improve their quality of life. The majority of grants are single payments, and the foundation derives its income from a shareholding in the Lloyds TSB group (although it is itself independent of that organisation). As a general guide donations are in the range of £300 and £5,000 and are aimed at supporting underfunded charities which enable people, especially disadvantaged or disabled people, to play a fuller role in the community. They do not fund fabric appeals for places of worship or projects supporting the promotion of religion.

Contact: Lloyds TSB Foundation, 3rd Floor, 4 St Dunstan's Hill, London, EC3R 8UL
Tel: 0870 411 1223
Email: guidelines@lloydstsbfoundations.org.uk
Website: www.lloydstsbfoundations.org.uk

SOME ADDITIONAL USEFUL WEBSITES

Funds for Historic Buildings: www.ffhb.org.uk

Charity Commission: www.charity-commission.gov.uk – includes the Register of Charities that can be browsed and used to highlight trusts by name, object or area of benefit.

Active Faith Communities: www.activefaiths.org.uk

Active Faith Communities Programme (AFC) works with faith communities and faith-based organisations across West Yorkshire that develop and enhance the lives of others in their communities. Whether the need is to explore an idea or vision, or to develop an existing organisation AFC's friendly and practical experts can provide workshops, mentoring, advice and support on issues as diverse as identifying needs in your community, funding, business planning, developing policies and procedures and managing change.

This advice and information is given in good faith and is based on our understanding of the current law. The DAC cannot accept any responsibility whatsoever for any errors or omissions which may result in injury, loss or damage including consequential or further loss. It is the responsibility of the PCC to ensure that it complies with its statutory obligations.