

E BUILDING WORKS 6 Grants & Loans

1 Grants and Loans (London) From the Church Building Fund (PRN 851)

Grants are available for the upkeep, repair, improvement and extension of church buildings, the provision and erection of church and manse buildings of the United Reformed Church. Grants of up to £5,000 are also available to deal mainly with DDA compliance, toilets and ramp facilities for the disabled but not solely. It is necessary to obtain advice from the Synod Property Consultant before making an application to the GLG. All completed application forms must be returned to the Synod Property Consultant for his attention. They must not be sent directly to London or the Synod Office.

Loans and Grants (Synod) SYN

See Guideline F1 for further information.

2 Grants are available for Mission work/projects as well as building maintenance and repairs.

3 Grants from the Synod will be awarded in three tranches in March, July and November each year (providing sufficient funds are available). Therefore applications will need to be submitted in good time to meet the deadline dates set by the Synod Grants Advisory Group (SGAG) in order to meet the appropriate Synod Resources Committee meetings. These dates are available from District Secretaries. Any application submitted late will not be dealt with but held over until the next date.

4 Once a church has taken the decision to approach the Synod for a grant the following process must be followed:

- the Church Secretary contacts the Area Secretary to discuss briefly what is proposed and seek guidance on what action is required to obtain sufficient details, estimate of costs, plans and the various approvals, if these are necessary, local planning and in the case of a listed building consultation with the Listed Buildings Advisory Committee, (LBAC);
- the Church Secretary will obtain a grant application form from the Area Secretary or from the Convener of the Synod Resources Committee should the Area Secretary be unavailable long-term;
- the Church Secretary completes the application form as required, taking care to submit all papers, estimates, plans and consents. The form and all documents must be forwarded to the Area Secretary for submission to the District Council for their consideration and approval;
- the application by the church must carry the endorsement of the District Council or the Appointed Body (i.e. those appointed by the Council to deal with such applications on their behalf) and signed by the Area Secretary.
- the completed documentation is then forwarded to the Convener of the Synod Resources Committee who will be responsible for collating all applications which will be copied and sent to the SGAG members for their consideration;
- once the SGAG has completed its work, the applications will be returned to the Convener of the Synod resources Committee who will ensure the applications are dealt with at the appropriate meeting of the SRC in March, July and November;

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- the results of the applications will in the first instance be notified to Church Secretaries by the Area Secretary and later confirmed in writing by the Convener of the SRC to the church;

5 All grant applications and supplementary papers must be submitted to the Convener of the Resources Committee so they can be sent to the SGAG members to meet the deadline dates. These dates are available from District Secretaries.

6 The closing dates apply to grant applications that have received District Council approval, without which applications cannot be processed.

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**The United Reformed Church
North Western Synod**

Application form for a Grant and/or a Loan #
(# please delete that which is not applicable)

Please complete this form and submit it to the District Secretary for consideration by the appropriate district committee and endorsement by the District Council, before its submission to the Synod Resources Committee. Please add additional details on separate sheets if necessary. **

Church name.....

Church number.....

Name of the Church Contact Person.....

Postal address.....

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Telephone number.....Fax number.....

E-mail address.....

Date of the application.....

Project description.....

Project start date.....

Brief description of the project **

What are the main reasons for undertaking the project?

Who will benefit most from the project?

