

Cambridgeshire Historic Churches Trust

Policy and procedures for grants and loans

Eligibility

Grants and loans are available for the repair of an eligible building and its building services including rewiring and heating projects. We also offer grants and loans for installing new facilities like toilets and kitchens.

Historic churches and chapels of any Christian denomination in Cambridgeshire are eligible, provided they are likely to remain in use for public worship and be properly maintained for the foreseeable future.

Exclusions: We do not offer grants for churchyards, tree work, redecoration, acquisition of works of art or liturgical re-ordering.

NB: Work should not have been started before the Executive Committee has considered the application and, if an offer is made, the applicant accepts the contract.

Grants

Grants are available to a maximum of £3,000 for projects costing more than £10,000 (before VAT), having regard to the difference in project costs and the funds already available to you from all sources.

In addition we may offer up to 50% of the cost of work to protect metal roofs, such as applying Smartwater, or the cost of installing an alarm or CCTV system that meets the approval of your insurers. The maximum grant is £1,000.

We also have £3,000 set aside each year for grants towards the repair of important monuments (including significant churchyard table tombs) that the PCC or a "Friends" group is conserving.

Loans

Interest-free loans may be offered for any project to a maximum of £20,000 (in exceptional circumstances), dependent on the ability of the applicant to repay them. Loans are normally repayable by equal annual instalments over a period of 4 years. Also in exceptional circumstances, short-term bridging loans may be made.

Criteria

The Trust aims to help those who are most in need of outside support. We have regard to the following factors:

- The importance of the work in preserving the building as a place of regular worship
- The importance of the building from an architectural, historical or artistic point of view
- The scale of the project

- The funds available to the applicant, including grants offered by others, and the extent of self-help through fundraising activities

Procedure

- Offers of financial assistance are entirely at the discretion of the Trust's Executive Committee, which meets every two months (January, March, May, July, September and November).
- Please apply using the attached form with the required supporting documentation.
- Offers will be made electronically, unless other arrangements are made. You will need to print, sign the contract and return to us by post, thereby acknowledging our terms.
- Loan finance will normally be made available as soon as your project starts.
- Grants will not be paid until the end of the project (or over 75% complete for projects over £50,000). Please supply the Grants Secretary with a certificate of Practical Completion from your architect or professional adviser, together with a copy of the contractor's final invoice (not including the retention).
- Churches are expected to publicise our assistance and an appropriate form of words will be provided.
- Churches are also expected to become members of CHCT (if not already) for a minimum 4 years at a cost of £50pa, payable in January each year.

Supporting documentation

Please enclose with your application:

- A brief outline of your project and why it is important to you, noting whether it was recommended in your latest Quinquennial survey
- An extract from your latest Quinquennial survey supporting the above
- The project specification along with any relevant drawings.
- A brief outline of the historical and architectural interest of your church
- A brief outline of support for your project from the local community
- A clear statement of project costs which you think are eligible for grant aid.
- A clear statement of funds available to you, including "Friends" and similar fundraising activities
- A copy of your last audited Accounts. If they are more than six months old, please send an up-to-date financial statement in addition.