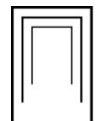


Managing major building projects in *places of worship*

REBECCA BURROWS
PURCELL

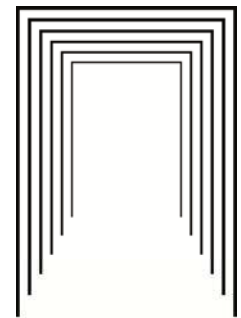


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Historic Religious
Buildings Alliance
a group within the Heritage Alliance

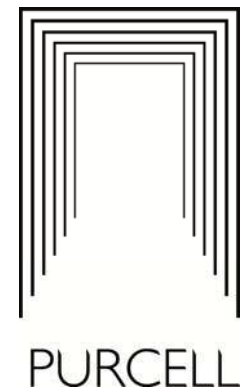
Fundraising for major building projects in places of worship

Rebecca Burrows
Heritage Consultant, Purcell
BA (Hons), MSc, IHBC



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- Establishing a fundraising strategy
- Why apply for charitable grant-aid?
- Choosing the funders to approach
- Filling in the application form
- Justifying your proposals
- Supporting evidence
- Top Tips
- Celebrating your achievements





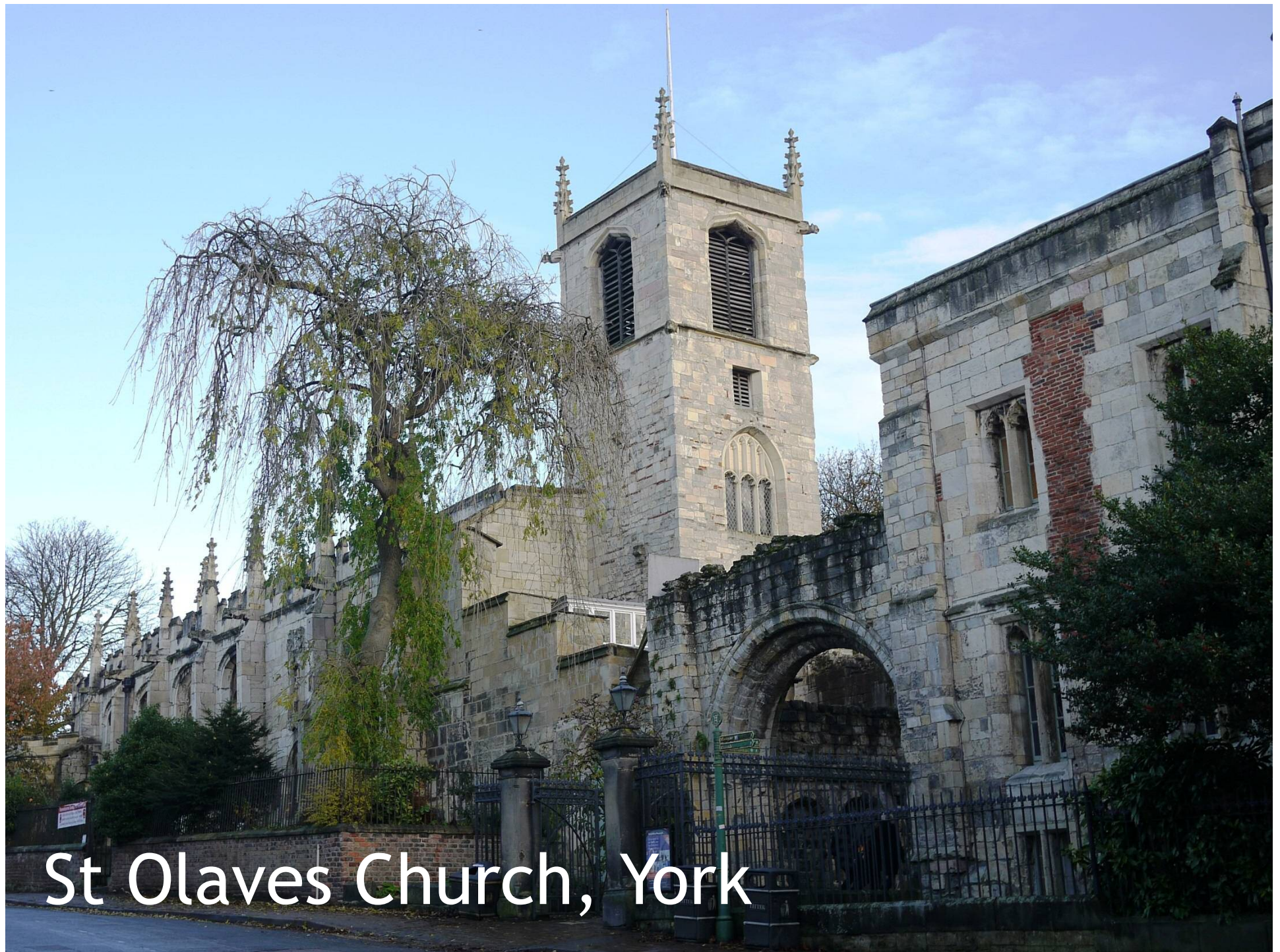
Establishing a fundraising strategy

- Ensure you have a clear vision of the project before you approach funders.
- Establish baselines in order to set out your goals and measure success in the future.
- Start big by deciding what you want, then boil this down to what you actually need.
- Be realistic about your goals and ensure you have the capacity to deliver the project.
- Choose a fundraising team that will have effective leadership and experienced supporters.
- Do the research; need should be based on an up-to-date understanding of your building and its users.



Why apply for grant-aid?

- Grants are subsidies offered to help fund specific projects or activities based on a pre-determined set of priorities.
- Grants allow places of worship to undertake substantial projects when they might not be able to cover the costs themselves.
- Funders are increasing under pressure from high application numbers and budgetary restraints.
- Talk to neighbouring parishes about their experiences.



St Olaves Church, York



Choosing the funders to approach

- The funders you approach will depend on your project aims and objectives.
- Sources of funding:
 - National grant-givers
 - Local grant-givers
- Grants can be supplemented by VAT grant scheme, loans from your governing body, local donations and fundraising events.



All Saints, Croxby, Lincolnshire



The application process

- Be clear about what you require funding for and state how this fits the criteria.
- Make initial telephone contact with funders to check eligibility.
- Read the guidelines
- Larger funders may use an online application process and require you to submit documents electronically.
- Filling in the application form – answer questions fully and address all the criteria.
- Check criteria! Check deadlines! Each funder will have different priorities and timescales.



Stow Minster, Lincolnshire



Justifying your proposals

- Schemes are competitive and it is vital to be able to demonstrate your need for funding.
- Sell yourself - highlight the value of your project.
- You must prove that you have the capacity and the capability to complete the project.
- Use specific examples to provide evidence for your claims. Provide facts, figures and specific details on who will benefit.
- Do not assume that funders are familiar with your church or are aware of your need.



SS Peter and Paul, Algarkirk, Lincolnshire



Supporting Evidence

- Provide baseline data to demonstrate need and measure future success.
- Photographs, visitor numbers and professional reports are all useful evidence.
- Consult with the local community to demonstrate wider support for your project.
- Ensure your accounts and cash-flow are up-to-date.
- Reports such as statements of need or conservation plans are useful at this stage.

Parish Church, North Yorkshire

Cost break down and timetable

Activity	Apr-May-15	Jun-Jul-15	Aug-Sep-15	Oct-Nov-15	Dec-15	Jan-Feb-16	Cost
Project development							£22,550
Roof timber survey	2000						£2,000
Drainage survey	2000						£2,000
Scaffolding and access (investigations)				4000			£4,000
Bat/ecology survey	1000						£1,000
Fundraise locally							£0
Architect fees (lead consultant) including drawings, schedule of works and			5400		6000		£13,500
Tender for contractors		50					£50
Apply for permissions for the repair works							£0
Repair and conservation works							£137,400
Strip lead roofs and prepare for replacement inc.			40000				£40,000
Replace of the nave north slope, the nave south aisle and Lady Chapel lead roof			70000				£70,000
Renewal flashings to roof				5000			£5,000
Repaint all cast iron rainwater goods and make repairs to lead downpipes				10000			£10,000
Repair drainage channels at low level				10000			£10,000
Install roof alarm to new roofs			2000				£2,000
Ten year maintenance plan					400		£400
Snagging							£0
Evaluation							£0
Contingency							£6,000
General Contingency					6000		£6,000
Publicity and promotion							£150
Open days at the church		100					£100
Publicity and promotion			50				£50
Total	5,000	150	117,450	29,000	14,500	-	£166,100
VAT	1,000	30	23,490	5,800	2,900	-	£33,220
Monthly expenditure inc VAT	5,000	180	140,940	34,800	17,400	-	
Project total inc VAT							£199,320

Total

Cash flow

Income	Apr-May-15	Jun-Jul-15	Aug-Sep-15	Oct-Nov-15	Dec-15	Jan-Feb-16	Total
50% Roof repair grant fund	47500						47500
40% Roof repair grant fund			38600				38600
10% Roof repair grant fund						9500	9500
Fabric Fund	50000		15500				65500
Local fundraising			4000				4000
LPWGS VAT reclaim		1000	30	23490	5800	2900	33220
Income per month	97500	1000	58130	23490	5800	12400	198320
Accumulative income	97500	98500	156630	180120	185920	198320	
Accumulative expenditure	5000	5180	146120	180920	198320	198320	
Balance	92500	93320	10510	-800	-12400	0	



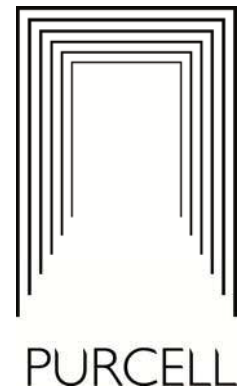
Top Tips

- Have a well-defined project with a clear set of aims/outcomes.
- Ensure you have the capacity to deliver the project, and can prove it.
- Engage stakeholders at an early stage; their support is vital.
- Be explicit about the value for money and benefits that your project will bring – back these claims up with photographs, facts and figures.
- Be aware of the eligibility criteria, deadlines, supporting documents and obligations required by each grant-giver you plan to approach.
- The key to a successful project is to integrate the needs of the community sensitively into your historic place of worship; creating a resource that will endure for generations.



Celebrating your achievements

- Thank your supporters
- Thank your funders
- Thank your team!





Epworth, Lincolnshire

Useful Links

An online search engine, with access to over 4,000 grants, contracts and loans

www.fundingcentral.org.uk

A guide for anyone looking to repair, restore or convert a historic building

www.ffhb.org.uk

A selection of funding guidance documents, from setting a budget to VAT recovery

www.parishresources.org.uk

A guide for anyone looking to repair, restore or convert a historic building

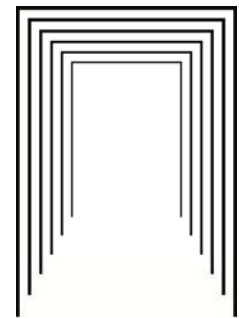
www.theheritagealliance.org.uk/fundingdirectory

Listed Places of Worship Grant Scheme: for reclaiming VAT

<http://www.lpwscheme.org.uk/>

Listed Places of Worship Roof Repair Fund: for urgent repairs to public places of worship

<http://www.lpowroof.org.uk/>



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