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Minor Repairs and Improvements

Grant Application Form

*Office use only*  
Appl No:

# Please complete the highlighted areas

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| Parish |  |
| Deanery |  |

Details of the main contact person connected with this application (this is the person we will use to contact and discuss your application).

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Address |  | | |
| Post code |  | | |
| Telephone number |  | email |  |
| Role |  | | |

Please answer these specific questions below about your project

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| Please explain how this project will help support the sustainability of this church as a centre of mission and worship |
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| In what ways do you expect this project will help you become a more Christ-like church, for the sake of God’s world? For help, see the separate document ‘Signs of a more Christ-like church’. |
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| Please describe the specific work to be carried out.  Please detail whether this was a recommendation of a recent Quinquennial Inspection or on the advice of the QI inspector.  Prior to issue of a grant offer any List B or faculty approval will need to be in place. |
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| Please outline the project timescales – indicate any phasing of the work, key milestones, and at what points the majority of the expenditure will be required. |
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| How much are you asking for a grant for?  [Maximum is £10,000] |  |
| What is the *total* cost of the project? |  |
| Are you applying to any other grant providers for this project? If so, how much and is it confirmed? |  | |
| What contribution is your organisation making to the project? |  | |
| Tell us briefly about your recent history regarding payment of parish share: whether you are up to date, and if not, any plans you have to overcome any difficulties paying parish share. |  | |

**In addition to the information requested above you must provide:**

* **your preferred quotation for the work to this application for audit purposes;**
* **a copy of your most recent annual financial report;**
* **You may also wish to share a copy of your most recent financial statement (for example, to evidence recent fundraising activity).**

Grants will be made by BACS transfer: please provide details of the account to which money should be paid. This should be the main PCC bank account.

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| Name of Treasurer |  | | |
| Telephone |  | Email |  |
| Account name |  | | |
| Sort code |  | Account no |  |

Please note that by signing this you agree to provide an end of project report and that grant funding is to be spent as indicated within this application and any unspent money must be returned to the Diocese. The work will need to be completed and claimed within **six months of confirmation of the grant award.** Your project may feature in our promotional material (our Communications team will be in touch with you if this is the case) and from time to time, The Diocese of Oxford will publish a list of those parishes and deaneries in receipt of Minor Repairs and Improvement grants.

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| Signature of clergy lead (e.g. incumbent, area dean) |  | Role |  |
| Print name |  | Date |  |
| Signature of Lay leader (e.g. warden, lay chair) |  | Role |  |
| Print name |  | Date |  |

Please send your completed form and supporting documents to [dac@oxford.anglican.org](mailto:dac@oxford.anglican.org)