



# HAMPSHIRE AND THE ISLANDS HISTORIC CHURCHES TRUST

Registered Charity No: 299633

## Conditions & Notes for Grant Application

The attention of applicants is drawn to the following conditions.

### 1 Conditions

- 1.1 Repairs must be carried out under the supervision of a conservation accredited Architect or Chartered Surveyor whose Specification is accepted, in advance of the work starting, either by English Heritage, when Joint Scheme grants (English Heritage plus Lottery) are involved, or by the Trust's architectural advisers.
- 1.2 Grants are conditional on the work being executed strictly in accordance with the Specification submitted to and accepted by the Trust. Any deviation without prior agreement renders a grant liable to forfeiture.
- 1.3 Work must not start until the result of your application is notified to you. If repairs need to be carried out urgently, please contact the Grants Secretary before works start.
- 1.4 The Church/Chapel must be adequately insured.
- 1.5 If a grant, or a loan, is not accepted within three months of the offer being made, it will automatically lapse.
- 1.6 If the work is not completed and the grant is not claimed within two years of the offer being made, it will automatically lapse unless an extension has been agreed with the Trust. Such extensions are only given in special circumstances and are at the sole discretion of the Trust.
- 1.7 Trust grants are subject to an administration charge of 2%. This charge is waived for churches that sign up to membership of the Trust for a minimum of 5 years by returning with their acceptance letter the enclosed membership form and Standing Order. Annual church membership is currently set at £25 and will be held for you at this rate for the 5-year period. Further details of church and other types of Trust membership can be found on our website by following the link to Membership.
- 1.8 Churches/Chapels that accept a grant offer are expected to participate annually in **RIDE & STRIDE**, the Trust's **main fundraising event**, which is held on the second Saturday of September each year. You are asked to encourage your own congregation to become involved in 3 ways: walking, cycling, driving, riding or other forms of activity; sponsorship; and manning the church. 50% of the money you raise is given back to your Church/Chapel. The 50% retained by the Trust enables it to continue to support other churches in need of help.

### 2 Notes For the guidance of applicants

- 2.1 Your application will be considered in the light of the information you give. Please type (if possible) or write clear, concise replies to all the questions in the spaces provided. Do not refer to other documents or correspondence in your answers.
- 2.2 Please give as clear a statement as possible of the amount needed to carry out the phase of repairs for which the grant is sought. If an extensive programme of works is planned, it may be best to divide works into phases and make the grant application specific to the phase planned to be carried out in the immediate future. The Trust will normally consider a further grant application after three years have elapsed from the date the last grant was offered.
- 2.3 Please ensure that at least two up-to-date general photographs of the church are submitted with the application. One exterior and one interior view is the minimum required, but photographs showing details of the repairs needed are helpful. Photographs of completed works may also be requested.

For further information or clarification please contact Lady Walker (Rosemary):

Hon Secretary, Grants Sub-Committee, HIHCT  
45 Nuns Road, Winchester, Hampshire, SO23 7EF

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