



BUILDINGS FOR MISSION MR&I GRANTS
FOR CHURCH MINOR REPAIRS AND IMPROVEMENTS:
GUIDANCE FOR APPLICANTS (revised 2025)

Introduction

During 2024, and up to 30th June 2025, the Diocese of Southwark will be distributing a small number of grants to parishes towards the costs of future minor repairs (and certain categories of improvements) for church buildings. The grants would come from an overall total of £72,000 available each year.

These grants will fund projects that are for **stand-alone small-scale works** that will cost in total up to £20,000 (or £24,000, depending on VAT implications). Grants typically awarded are expected to be around £4,000 per parish. This would provide between 50% and 90% of the cost of a project but usually capped at £10,000 (this is due to demand). Grants above £10,000 will be only considered in exceptional circumstances.

The funding was awarded to the Diocese as part of a national Church of England 'Buildings for Mission: Support for Churches' initiative over the period 2023 to 2025, funded by the Church Commissioners and administered by the Archbishops' Council.

The Diocese is delighted at this opportunity to offer a greater level of support to our parishes as they seek to serve their communities. Whilst church buildings are crucial for mission and ministry, the challenge of keeping and maintaining them can be enormous. Churches are wonderfully supported, year in year out, by volunteers who give their time and financial support so generously. This funding will help foster flourishing congregations, and release resources, energy and potential for mission and outreach.

The funding for repairs is intended to help parishes promptly implement urgent minor repair projects, particularly 'stitch in time' works that can save money in the long term by avoiding deterioration and acting in a timely way before potential costs rise further. Applications must be made in advance, and parishes should not commence any eligible works until after they have received a written grant-offer (and complied with any conditions, such as obtaining a faculty if required).

The distribution of grants to parishes by the Diocese will apply the 'Simpler, Humbler, Bolder' principles of distribution endorsed by General Synod, and which are underpinned by mutual accountability, through good governance and appropriate assurance.

This guidance contains advice on how to apply, details of what are the eligibility criteria, and instructions on how to claim a grant.

To submit documents, or for any queries about this grant-scheme, please email:

ChurchBuildingGrants@southwark.anglican.org

(When doing so, please always remember to include your parish name as well as your church name in the subject-line of any correspondence.)

What counts as an eligible grant-application?

Each application must comply with the minimum eligibility requirements. Full details of eligible buildings and eligible works are given in Appendix 1 of this guidance, and a summary is given below.

Which buildings are eligible?

Church of England consecrated churches and licensed places of worship in parishes (including sharing agreements or ecumenical partnerships). This extends to the building's curtilage.

Other buildings are excluded, including: cathedrals, non-Anglican places of worship, institutional or private/non-parochial chapels, and closed churches.

Works solely to church halls will not normally qualify, but such applications would be assessed on a case-by-case basis (for example if the hall is an extension to the church), as would other ecclesiastical buildings in the churchyard or curtilage.

What works are eligible?

Only works that have not yet started, and will not commence until after a grant-offer has been made and accepted, will be eligible. Grants will be for one (or more) of the following categories:

- (1) Urgent minor repairs
- (2) Minor improvements that are essential to sustain worship and mission
- (3) Professional fees for urgent repairs or essential improvements
- (4) VAT incurred, unless this can be reclaimed elsewhere (e.g. under the Listed Places of Worship (LPW) Grant Scheme).

Routine maintenance (including cleaning, inspections and servicing) is ineligible, as is any work covered by insurance, and conservation work to church furnishings.

Works will either need to have been approved already (where permissions are required), or be uncontroversial and likely to gain approval in due course.

What 'improvements' can be applied for?

Improvements are defined as church-building projects (costing under £24K - or £20K if VAT can be reclaimed elsewhere) that involve altering/adapting the building or upgrading its building-services and facilities, involving one or more of the following: Accessibility; Digital connectivity; Heating (especially where contributing towards Net Zero Carbon aims); Lighting; Wiring; Kitchens; WCs; Climate-resilience/mitigation; Bats mitigation.

Timescales / deadlines

For 2025, decisions on awarding grants will be taken at monthly panel meetings held from January to July. To be considered, any grant-application needs to have been submitted (along with

necessary supporting documentation) by the end of the preceding month, with 30th June 2025 being the final deadline for grant-applications.

Once a grant-offer is made and accepted, the works can be started. The grant will then need to be claimed by 31 December 2025 (with the work having been carried out - and paid for - between the grant-offer being awarded, and the submission of the subsequent grant-claim).

The grant-offer will be withdrawn if the work does not go ahead. However, within the time-frame of the grants scheme, if a grant was not claimed, an application may be re-submitted and will be considered afresh.

Grants usually cannot be claimed until the works have been completed and the PCC has paid the eligible invoice(s). However, if this requirement would lead to a parish not submitting an application for an eligible project, due to potentially jeopardizing the project's cashflow, an exceptional request could be made for part-payment in advance. For example, the Diocese might release an initial tranche of grant-money (50%) once the PCC had signed a contract but before any works had started. The Archdeacon must agree to this method of grant-payment.

How much should money I expect to be awarded?

You can request a particular amount, or leave it to the diocese to decide to award a suitable level of grant.

Grants of up to £10,000 (or more in exceptional circumstances) can be made towards projects with costs of up to £20,000. If VAT is chargeable but is not eligible for reclaiming under the government's Listed Places of Worship (LPW) grant scheme, the total project costs can be up to £24,000.

Unless in exceptional circumstances, a grant awarded will be no more than 90% of the total cost of the work.

Any application that meets the minimum criteria will be favourably considered.

However, if the grants-scheme is over-subscribed, then applications will be assessed against each other. If so, in some cases, only a grant of less than the full amount requested will be offered. Applications which are more persuasive as to the beneficial outcomes for a church's mission and alignment with diocesan objectives will be more likely to be successful.

Applicants should disclose whether they have applied for more than one diocesan-administered grant for their project. Other diocesan-administered grants include:

- Mission, including those administered by Episcopal Area Offices
- Fresh Expressions of Church (fxC)
- Children & Young People (CYP)
- Justice, Peace, and the Integrity of Creation (JPIC) social/environmental action
- Net Zero Carbon (NZC) grants, such as 'Quick Wins' for energy-saving measures

The factors affecting whether a grant is successful, and the level of grant awarded, will be:

- Amount of other funding that the Diocese has already given to a parish
- Amount of other funding that a parish has raised or has available - it is expected that most parishes will supply an element of partnership funding from their own resources

- The IMD 'deprivation rank' of the parish (according to the Indices of Multiple Deprivation)
 - *For the implications of this, and the scale to be applied, please see below.*
- The amount of competition (i.e. the numbers of other churches also applying) in each month's round of decision-making
 - *Please also note that, as part of this scheme, at least 50% of the grants awarded across the Diocese in total must go towards 'repairs' rather than 'improvements'.*
- Persuasiveness of the application's case for demonstrable need, in terms of urgency of work, the benefit it will have for parish mission and ministry, and the circumstances of the parish
- Alignment with diocesan strategic objectives as set out in 'Southwark Vision 2024-2035'
- Whether a parish is 'in good standing with the diocese' (this includes the Parish Support Fund pledge and PSF payments, and repayment of any loans)

The scale for grants (based on a parish's national IMD 'deprivation rank') will usually be applied, as follows, but usually the grant-sum will be capped at £10,000 maximum (due to demand):

- Deprivation rank of 1 to 1,231 - grant @ 90% of total project cost
(or more, if exceptionally justified)
- Deprivation rank of 1,232 to 2,557 - grant @ 90% of total project cost
- Deprivation rank of 2,558 to 3,811 - grant @ 80% of total project cost
- Deprivation rank of 3,812 to 5,011 - grant @ 70% of total project cost
- Deprivation rank of 5,012 to 6,235 - grant @ 60% of total project cost
- Deprivation rank of 6,236 to 12,307 - grant @ 50% of total project cost

To find a parish's deprivation rank according to the government's Indices of Multiple Deprivation (IMD), use the online interactive statistics map (<http://arcg.is/1RaS4CS>) which is provided by the national Church of England's Data Services: <https://www.churchofengland.org/about/data-services>

However, in exceptional circumstances, if the scale of need being faced by a church is greater than indicated by the 'deprivation' of households in the parish, a church may request a higher level of grant.

How to demonstrate alignment with Southwark Vision?

Southwark Vision 2024-2035 is Christ Centred, Outward Focused. The context is provided by the Five Marks of Mission (Anglican Communion) and the Church of England's national vision for a church that is simpler, humbler, bolder.

Diocesan strategic objectives include:

- revitalise Mission Action Planning to help parishes with their mission and ministry
- rebuild and grow levels of adult church attendance
- reverse decline in attendance from children and young people
- increase numbers of those offering themselves for ordained and lay ministry
- achieve Net Zero Carbon by 2035
- more Hub and Resourcing/Resourced churches
- increase parish finances, so that more parishes can at least fully cover their own ministry costs through the Parish Support Fund (PSF) and then to support other parishes less able to cover those costs

<https://southwark.anglican.org/about-us/who-we-are/southwark-vision/>

What supporting documentation should be provided when applying?

Supporting documents should be emailed to ChurchBuildingGrants@southwark.anglican.org - please remember to include your parish name as well as your church name in any correspondence.

Please always provide relevant photographs (unless already submitted in the Online Faculty System).

To submit a valid application, documented evidence of the likely project-costs needs to be provided. For building-works this would usually be contractor quotation(s) (or occasionally a quantity surveyor's estimate). For professional fees, this would be a quotation/estimate from an architect, surveyor, engineer or other consultant. Please seek our advice if, when applying for a grant, you are not yet ready to provide firm costs as evidenced by contractor quotations.

The documents submitted must also give sufficient information (usually professionally-prepared) of the proposed scope and methodology of the works.

Here is a checklist of other supporting documents to consider providing:

- Professional report e.g. Structural Survey, Electrical Installation Condition Report (EICR)
- Maintenance Plan
- Energy Audit

Where the Diocese does not already hold these, please also submit:

- most recent Quinquennial Inspection Report
- last three years of PCC accounts
- current Mission Action Plan

Are professional fees eligible?

Professional fees to specify, procure, administer and certify the work are, in principle, eligible for grant. The professional work would normally fall to the PCC's inspecting architect or surveyor. The PCC and diocese will need to liaise with the architect/surveyor as there may be cases where the full service is not necessary or proportionate. A grant offer will reflect whether fees will attract grant.

The inspecting architect or surveyor should always be notified of work to be carried out.

What support can parishes expect from the diocese on their applications and projects?

Diocesan staff will help to identify suitable projects, and help parishes with their applications. Where required, some support may be offered towards the technical aspects of implementing the work.

What happens if an application is unsuccessful?

If a grant application is unsuccessful, reasons will be given. Where an application can be tweaked in order to fit the scheme's criteria, or to more clearly demonstrate the benefits of the proposed work for parish mission and diocesan strategic objectives, advice will be offered to assist in re-submitting an application subsequently.

How to pay for other kinds of building-work

Larger repair projects, and those which are less urgent, will need to be financed by other means.

Ineligible works may be eligible instead for other grant-schemes, whether administered by the diocese or externally. Unsuccessful applicants will be offered advice on this.

The diocesan website has guidance for parishes on both grants and giving/fundraising:

<https://southwark.anglican.org/support/for-our-churches/grants/>

<https://southwark.anglican.org/giving/>

Why does this scheme focus on urgent minor ‘stitch-in-time’ repairs?

The findings of an earlier pilot scheme, run in two other dioceses, concluded that minor grants for urgent building-repairs were timely, beneficial and value-for-money. The grants brought forward necessary maintenance and minor repair work, by perhaps two to five years on average, for which funding would otherwise have taken much longer to raise, if at all. In some cases, the grant funding enabled work to be carried out where it could otherwise only have been partially afforded or was long overdue. The hastening of maintenance and minor repair work is likely to have prevented irretrievable loss of historic fabric and to have saved costs of the order of 15-20% (excluding any knock-on effects of deferring the work). This is the ‘stitch in time’ principle. The current scheme extends the pilot to allow for eligible works including some small-scale building improvements where essential to sustaining worship and mission use.

Who makes decisions?

The grant-scheme is administered by Secretariat staff, including the DAC Secretary.

The decision-making panel consists of the Archdeacons and Diocesan Secretary. The decision of the panel is final, and the Chair is the Diocesan Secretary (who shall have a casting vote if required).

Grant-offers will be formally made by the Diocesan Secretary.

What are the standard conditions of a grant-offer?

A grant-offer is subject to the following conditions, which should usually (though not always) have been complied with at the point of submitting a grant-application:

- **Permission:** The offer of a grant from the Fund will not remove the requirement for the PCC to obtain faculty or approval under List B (as necessary), or any other necessary permission before the work goes ahead (such as Local Authority Planning Permission). Please note that the offer of a grant does not imply support for the proposal for the purposes of faculty or any other approval and does not indicate that such permission will necessarily be forthcoming.
- **Diocesan approval for grant-funded work:** Work should not begin until the diocese has approved the scope, methodology and costs of the work and made an offer in writing that the PCC has accepted.

- Competitive procurement: Work costing more than £1,000 will need to be subject to some form of competitive procurement on a best value basis, normally by obtaining itemised quotations for comparison.
A full competitive tender exercise will not usually be required, unless the nature of the work or other factors make it necessary.

Details of funded projects may be used in ongoing publicity and communications by the Diocese and the Archbishops' Council / Church Commissioners (e.g. website, annual report). Successful applicants may be asked to participate in some evaluation and publicity of the grants-scheme, including to supply photographs and quotes.

How to claim a grant-payment?

Grant-offers create a financial commitment, subject to the PCC's compliance with the grant-conditions. The grant-offer must have been made - and accepted - before the PCC can commence the work. Grant-payments are made once the PCC submits a claim for their grant. This must be done upon written request, and on completion of works (unless otherwise agreed).

The claim must be supported by a copy of the relevant invoice(s)/bill(s) and receipts, including architect's certificates (if the works were subject to contract supervision).

The PCC must also provide details of the procurement exercise carried out, listing all contractor's quotes / tender-returns that were received (not just the quote that was accepted), as well as a note of any contractors who were approached but declined to quote.

Photographs of the work (in progress and when completed) must be submitted. Any images provided should be of good enough quality, and high-resolution where possible (suitable for publications). If pictures include people, they should only be taken with the permission of the subject(s), and should not include any adults considered vulnerable, or children (under-18s).

A claim will only be valid if permission (where required) had been obtained - e.g. a faculty. Checks will be made to ensure this.

Some projects may warrant an inspection on site by a diocesan representative (e.g. DAC Secretary, DAC member or Archdeacon), where work is in progress or when it has been completed. To ensure that works of appropriate quality are being undertaken with funding from this scheme, a random sample of projects are likely to be checked over the course of the two-year period. Staff of the National Church Institutions, or consultants on their behalf, may also need to make occasional visits.

To comply with the requirements of the scheme, and anti-fraud procedures, the grant will be paid only to the PCC bank account details held within the diocesan finance system.

If you have any questions, please email: ChurchBuildingGrants@southwark.anglican.org

APPENDIX 1

Eligibility criteria

To be eligible for a grant, the work itself must be eligible, and it must be for an eligible building. This appendix sets out the full eligibility criteria for grants to be awarded under the Archbishops' Council 'Buildings for Mission MR&I Grants Fund' scheme in the Diocese of Southwark.

ELIGIBLE BUILDINGS

Eligibility for a grant is limited to Church of England consecrated churches and licensed places of worship in parishes. This includes those which are the subject of sharing agreements or ecumenical partnerships.

The definition of a 'building' extends to its below-ground drainage system, foundations and immediate curtilage.

The following types of building are excluded:

- Other buildings or structures in the churchyard (or curtilage) of eligible buildings but which are not in ecclesiastical use;
- non-parochial churches and chapels (those which are the responsibility of private owners, or of institutions such as hospitals, alms-houses, schools, and universities/colleges);
- non-Anglican places of worship;
- 'closed' and 'closing' churches;
- Cathedrals.

Works solely to church halls will not normally qualify, but such applications would be assessed on a case-by-case basis (for example if the hall is an extension to the church), as would other ecclesiastical buildings in the churchyard or curtilage.

ELIGIBLE WORK

Eligible work is defined as (1) Minor repairs, (2) Minor improvements, or (3) Professional Fees. More details are given below. However, please note that the following types of work are ineligible:

- Any works that have started already, or will commence before a grant-offer could be awarded and accepted.
- Any work covered by **insurance**.
- **Routine inspections** (Quinquennial Inspections, periodic inspection of electrical installations, appliance testing, gas safety checks, etc).
- **Routine servicing** of building-services installations.
- **Routine cleaning, or routine maintenance** (as defined by the *ChurchCare* Calendar of Care) such as gutter-clearance, grass-cutting, or replacement of broken light-bulbs.
- **Conservation work to furnishings** (such as bells and bell frames, books and manuscripts, church plate, clocks, monumental brasses and decorative metalwork, monuments, organs, paintings and wall paintings, stained glass, textiles, wooden objects).
- **Conservation reports for furnishings**.

(1) Minor repairs

Minor repairs to the building (external or internal):

- **Repair of building fabric (external):**
roof coverings, roof structure, walls, parapets, pinnacles and other architectural features, towers, spires, windows, doors, rainwater disposal system including below-ground drainage.
- **Repair of building fabric (internal):**
ceilings, floors, doors, walls and wall linings (plaster/panelling but not wall paintings, mosaics etc),.
- **Repair of building-services installations**, where essential for health and safety and/or continuity of worship and mission use.
- **Emergency repairs** or holding works, such as propping, covering, protection *etc.*

To be eligible, any such work must be recommended in the most recent Quinquennial Inspection (QI) report, or subsequent professional report or condition survey *etc.*: only work classified as required (not merely desirable) and necessary within five years of the QI is eligible.

Work classified as urgent should take priority (i.e. any category of urgency where works require attention up to two years from the QI).

Works of differing urgency within the Quinquennium may be undertaken together if for the sake of efficiency and economy, especially where ‘stitch in time’ repairs can save money in the long term.

(2) Minor improvements

Minor improvements to the building (exterior or interior) that are essential to sustain worship and mission use:

- Additions, alterations or adaptations where essential to improve **physical access**, e.g. handrails, ramps etc.
- Improvements to **building-services installations**, such as improvements to heating, lighting, wiring, kitchens, WCs.
Where necessary, this might include the installation/upgrading of pipework or cabling to the perimeter of the churchyard or curtilage.
- New installations, or improvements to existing installations, for **digital connectivity**, whether through a wired connection or 4G/5G mobile Wi-Fi.
- Additions, alterations or adaptations specifically to overcome **building design defects** or obsolescence, or to improve access for maintenance. This could include climate-resilience mitigation works, such as enlarging the capacity of rainwater-goods.
- **Bat mitigation measures** (including production of a bat management plan).

(3) Professional fees

Expenditure to pay for Professional fees:

- **Professional fees** to design, specify, inspect and certify any works that would be eligible under (1) or (2).

- **Investigative reports**, where recommended in a Quinquennial Inspection, would be eligible: for example, a structural engineer's report, or drainage investigations to address causes of serious damp.
- Ecologist's fees to prepare a bat management plan.

4. VAT incurred under (1) - (3)

For unlisted churches, and work to listed churches that falls outside the eligibility of the government's Listed Places of Worship (LPW) Grant Scheme, **Value-Added Tax (VAT)** is eligible. Therefore the total cost of the project works must not exceed £24,000 (if the VAT is able to be claimed under the Buildings for Mission MR&I Grants Fund), or £20,000 if VAT is exempt or if VAT can be claimed back elsewhere.

PCCs that care for a listed church building should apply to the existing Listed Places of Worship Grant Scheme wherever possible. The Scheme is run by the Department for Digital, Culture, Media and Sport (DCMS): <https://listed-places-of-worship-grant.dcms.gov.uk/>

If you have any questions, please email: ChurchBuildingGrants@southwark.anglican.org

APPENDIX 2

Application questions

How to complete an application?

To apply, please complete an application online, using this link to Microsoft Forms (no login is necessary): <https://forms.office.com/e/aNc8v8btyS>

If applicants have technical IT difficulties with this, answers may alternatively be provided by email (or, exceptionally, by telephone or post), which will then be added to Microsoft Forms by a member of Diocesan staff.

The application form must be completed in one sitting, as the form cannot save information for you to come back to later on. A list of the application form's questions are provided below. It is a good idea to draft your answers 'offline', in advance of opening and completing the online form.

Supporting documents should be promptly emailed to ChurchBuildingGrants@southwark.anglican.org - your application is not complete without them. Please always remember to include your parish name as well as your church name in any correspondence.

Supporting documentation?

Please always provide (1) **relevant photographs** (unless already submitted in the Online Faculty System), and (2) **documented evidence of the likely project-costs**. The documents submitted must also give (3) **sufficient information (usually professionally-prepared) of the proposed scope and methodology** of the works.

For works: usually contractor's quotation(s), or quantity surveyor's estimate

For professional fees: estimate from architect, surveyor, engineer or other consultant

Here is a checklist of other supporting documents to consider providing by email:

- Professional report e.g. Structural Survey, Electrical Installation Condition Report (EICR)
- Maintenance Plan
- Energy Audit

Where the Diocese does not already hold these, please also submit:

- most recent Quinquennial Inspection Report
- last three years of PCC accounts
- current Mission Action Plan

In the Microsoft Forms application, please always complete Part 1 [Mandatory]. Applicants are invited to complete Part 2 [Optional] or as much of it as possible. Diocesan staff will review the application and complete Part 2 on behalf of parishes to fill in any blank answers.

PART 1 - for the Applicant to complete [MANDATORY]

Applicant details:

- parish name
- church-building name
- postal address (including road and postcode) of church-building
- name of applicant
- position/role in the parish
- preferred email contact

If you are not clergy or a parish officer (church warden, Secretary, Treasurer), please supply

- a correspondence postal address, and
- at least one contact phone number

The works:

- Brief description of the work:

Costs:

- Total cost of the work (including - where appropriate - VAT and/or fees):
- Details of work and evidence of cost:

Please supply supporting documents, e.g.

For works: contractor's quote or quantity surveyor's estimate

For professional fees: estimate from architect, surveyor, engineer or other consultant

- Has the PCC approved the works?
- How much are you asking for from this grant-scheme?

Please check your national rank of overall 'deprivation' (according to the Church of England's Data Services statistics map), and then consult the grant-scheme guidance to check how much you are entitled to request.

<http://arcg.is/1RaS4CS>

- How will you fund the balance of the costs of these works, where not covered by this grant (if awarded)?

Please provide brief statement regarding other funding-sources, e.g.:

- ❖ *existing PCC funds*
- ❖ *fundraising within the parish (such as: Congregational/community appeal? Fundraising events? Discussions with individual benefactors?) - If so, please give brief description*
- ❖ *other grant application(s) -*
 - *funds already awarded?*
 - *outcome awaited?*
 - *application still to be made?*

You must mention if you have made any applications, or received any grants, for other funding schemes from (or distributed by) the Diocese. If so, please specify which applications/grants/funds.

Timescales:

- expected start date (approximate)?
- expected end date (approximate)?
- Have you commenced any of the works for which you are seeking a grant?

Supporting statement:

- Please summarise what other building-works in the church you are planning in the next five years?

- Please provide brief statement in support of your application (750 words or less): (i) Explain the need/justification for the works; (ii) How will the works benefit your church and its mission, and what will be the outcomes.

Declaration:

I confirm I have read and understood the Grants Fund guidance before submitting this application, and I believe that the application complies with the Grants Fund criteria.

I confirm the PCC has endorsed the works for which I am applying, and this can be verified by contacting: [NAME] and [EMAIL ADDRESS]

(This should be the PCC's Chair (Incumbent / Priest-in-Charge) or Lay Chair / Vice-Chair or Secretary.)

I confirm that everything I have written in this form is true and accurate.

NAME:

PART 2 - for the Applicant to complete [OPTIONAL] OR for Diocesan staff to complete

It will help us administer the grants if you can complete as much of this part of the application as possible.

However, if you wish, you can leave the whole of this part blank; or fill out responses to some of the questions and leave other answers blank. Please be reassured this will not affect the success of your application.

Eligibility:

- Please confirm this is an eligible building (with reference to the scheme's criteria)
- Please confirm these are eligible works (with reference to the scheme's criteria)

Funding/Finance:

- Has this church applied for a Buildings for Mission MR&I Grant before?
- Has this church applied for any other diocesan grant-funds (and if so, when)?
- (How) are the estimated costs of the project-works thought to be reasonable (value-for-money *etc*)?
- Does the diocese (Finance Department) have copies of the PCC's accounts for the last three years?
- What is the PCC's Parish Support Fund (PSF) pledge for this current year, and are PSF payments being made regularly, and on time?

Consents:

- Does this grant-application have the support of the Archdeacon? Is the parish participating collaboratively in the shared life of the Diocese (previously known as 'In Good Standing') (e.g. Parish Support Fund pledge payments being made on time)
- Is Faculty / List B permission required for this work? If yes, has it been
 - applied for (but no decision yet made)?
 - obtained?
 - refused?
 - not yet applied for?
- Is Planning Permission (from the Local Authority) required for this work? If yes, has it been
 - applied for?
 - obtained?
 - refused?
 - not yet applied for?

Building information:

- is the church a nationally-listed building: [Yes / No]
- if yes, what grade of listing is the building (Grade I, II*, or II)
- if no, is the church a locally-listed building?
- is the church in a Conservation Area?
- Provide brief summary of the church building's history:
When was it built/rebuilt/restored? Date of any significant extension(s) or other phases of building? Significant architect(s) associated with the building?
- who is the church's current Quinquennial Inspecting Architect/Surveyor?

Background:

- What is the IMD ranking for this parish?
(according to the Church of England's statistics map - <http://arcg.is/1RaS4CS>)
- What is the total Electoral Roll membership for this parish? (Is there more than one church-building or other parish place of worship within this parish?)
- What is the usual Sunday attendance (uSa) for this church?
- What is the population within this parish?
- What is the pattern of services at this church - Sundays? During the week?
- What ministry does this church do with Children and Young People?
- Does this church have a current Mission Action Plan (MAP)? If yes, what date is the MAP?
- Brief statement - other useful contextual information regarding the parish/church and its life/community:
