

**Leicestershire Historic Churches Trust**  
**Registered Charity No. 233476**

**Guidelines for Grant Applications – updated 1 June 2020**

**Frequently Asked Questions**

**What kind of buildings?** The Trust helps historic churches and chapels of all Christian denominations that are open for regular public Christian worship, by giving grants towards the cost of repairs and improvements (but not maintenance), and by advising on how financial and professional help may be obtained from other sources.

**What is a “historic” church or chapel?** The Trust tends to regard any church built before 50 years ago as historic. Churches that are listed are also eligible – this includes listed churches that were built less than 50 years ago.

**What kind of work?**

The Trust contributes towards work to repair, restore or preserve the fabric and aims to support such work as generously as its funds allow.

The Trust can consider applications for:- the repair or renewal of heating systems where improved heating will benefit the fabric of the building; disabled access; toilet facilities; re-ordering projects which will improve the use of the church by the community, including AV improvements; and essential electrical works.

The Trust can consider applications for the repair of fittings, fixtures, stained glass, monuments, furniture, clocks, ornaments and chattels of churches and chapels, and of churchyards (so long as the churchyard is visually part of the setting of the church and under the responsibility of the Church/Chapel Council, and also open for burials).

The Trust **does not** consider applications for redecorating (except where this is necessary following repairs), or for school or other ancillary buildings. The Trust **does not normally** support improvements that require an extension. If in doubt, please seek advice from the Grants Administrator.

**Important Notes for Applicants**

1. Applications should be sent to the Grants Administrator (contact details below) by mid-April (for the Spring grants meeting) and by the end of September (for the Autumn grants meeting). These deadlines are flexible by about two weeks. This will enable the Trustees to visit a church or chapel, if necessary, before the application is discussed at a meeting of the Trustees, and will also enable the Grants Administrator to clarify any matters before the meeting. The Trustees cannot guarantee to consider applications which arrive after the above dates; late applications are likely to be deferred to a later meeting.
2. Grants cannot usually be made for projects which have started before we hear about them, but the Trustees will accept an application for a project that needs to start between the time that the application is received and the date of the next Trustees’ Meeting. If in doubt, please seek advice from the Grants Administrator.
3. Applications must be for projects costing at least £5,000.00 (Five Thousand Pounds Only), inclusive of fees and all VAT, and should be made for specific projects, not for unspecified general repairs or maintenance.
4. The application must have the approval of the church/chapel council, and should generally show that 20% of the costs of the project (excluding VAT) has already been contributed by the church/chapel council or raised from within the community or from other sources.
5. If for any reason you find it difficult to answer a question on the form, please contact the Grants Administrator for advice. (Contact details below.)
6. **The application should be submitted by a member of the church/chapel council, minister, or other authorised person (but not by an agent or architect). It must also have the support of:-**
  - the relevant Archdeacon (for Anglican churches)
  - the relevant Superintendent Minister of the Circuit (for Methodist churches)
  - the Regional Minister for the East Midland Baptist Association (for Baptist churches)
7. Trustees normally expect a grant to be claimed within 3 years of the date of the meeting at which the grant was awarded.

**For advice on any aspect of the grant application,  
please contact the Grants Administrator for the Trust:-  
Mrs Vicki Dolphin - [grants.lhct@gmail.com](mailto:grants.lhct@gmail.com) - 01455 250613**