Faith and Public Life

Disability Project Parish Grants Fund

APPLICATION FORM

We recommend that, before completing this form, you read the *Guidance Notes for applicants* and you may find it helpful to refer to *How to complete this form*.

Contact details

Name	*The person responsible for the project within your parish.*
Role within parish	*We expect this to be a person with a leadership role and on the PCC.*
Telephone	
Email	

Parish details

Name of diocese	
Name of parish	*How you usually refer to your parish, eg "St Giles Anytown".*
Legal name of the parish (often begins "The Ecclesiastical Parochial….")	*This often begins "The Ecclesiastical Parochial Council of the Parish of ….". This is the legal entity that the grant agreement is made with. You may see this on your bank account or on your APCM reports.*
Parish code (if known) (six-digit in the form 123456)	*You can see this on your Online Parish Returns System.* *You can also find it on your "A Church Near You" entry, as "Parish ID".* *- More information (on menu on left)* *- Advanced* *- Parish ID* *It is helpful to us if you can find this, but do not worry if you can't.*
Is your parish urban, suburban or rural?	*Your best estimate. We aim to distribute fairly between urban, suburban and rural parishes.*
What is the electoral roll of your parish (as per Church Representation Rules)?	*This is the number who have signed up to your church Electoral Roll, not the local government*

	electoral roll (often used as population statistics for the area).
Please confirm you are attaching the latest copy of your parish's annual report including the audited or externally examined financial statements.	*This should be the full report, including the review of the year, and the financial statement.* *Your application will not progress to review without submission of these reports.*

Project details

Brief title of application:	
Name of building(s) / area(s) affected by the proposed works *(eg church building / community hall / churchyard)*	*Where will the work take place? See guidance notes on eligible/ineligible buildings.*
Is this a listed building? If so, what listing?	
Estimated cost of project:	*The total cost may exceed the amount applied for.*
Amount of funding applied for from this Fund:	*See guidance notes on upper and lower limits.*
Give names of any other funds you have applied for, or are applying for, for this project, including funds from other grant-giving teams in the National Church Institutions. If none, write N/A.	*If your total costs exceed the amount applied for, are you applying for other grant-funding to meet the full cost?* *Enter here the names of all such funding organisations you have applied to.* *This may include other teams from central Church offices, such as National Giving Team, Buildings for Mission, Give to Go Green, and so on.*
Please give the amount of other funds applied for, or write N/A: For each fund, indicate whether that application is confirmed or unconfirmed.	*We will need to assess the viability of your project, if a significant amount of your co-funding is not yet confirmed.*
Proposed project start date	*The project should be work that is envisaged as achievable within 2 years of its start date, and the start date envisaged as in the immediate or near future.* *It is understood that this start date may be subject to faculty approval, which may in itself take some time.*
Proposed project end date	*We will not be able to fund projects with a timeline of more than 2 years.*
Have you engaged an architect for this project?	*For most small grant applications, the answer to this will be **No**.*

If so, please add any architect's plans/drawings as attachments to your application.	*However, if this *is* relevant, please answer **Yes** and attach any architect drawings.*

Your proposed project

Please give full details of the project / works proposed. This should include a clear outline of the way that the works will meet the criteria for the grant – to enhance accessibility and inclusion for those who are Deaf, disabled and/or neurodivergent, that these benefits are the main focus of the project and that they will continue in the long-term.
Word Limit: 200 words
Please refer to the Guidance Notes for Applicants for further details of assessment and eligibility criteria .

You do not need to write more than 200 words to describe your project.

Responsiveness to demonstrable need

Please indicate how you have established that this work is needed, and how you have consulted with those who you anticipate will benefit from the proposed works.
Word Limit: 200 words

You do not need to write more than 200 words to give brief details of your consultations.

Cost and financial

Please provide a full costing of your proposed works below, using the table below. You do not need to use all the rows but you may add further rows as needed.

- You should indicate either here or through supporting documentation how you have arrived at these figures, including any quotations submitted by potential suppliers and partners.
- If you are receiving additional funding, or providing funds from your own resources, add the details in this table, **with the amount provided by the other fund/resource showing as a negative figure.**
- The Total row should then clearly show the amount you are claiming from the Parish Grants fund.

Month/year	Item name/description	Cost	*If you are in the Small Grants Stream, you may only need to use a few rows in this table.*
			In each row, list itemized resources you will need to purchase/pay for
			Indicate the month and year when this will need payment
			For Small Grants, this might be all at the start.
			If you are co-funding this, or have another funding source, add this in as a negative figure with the name of the fund or "own funding".
			Remember to add any quotations you have got to back up these figures.
			You can add new rows using the Table Tools in Word.
			You can make your own table in a different document as long as it is clearly attached to and inserted into this signed application.
	Totals		***This should be the total you are applying for from the fund.***

Approvals

Please indicate here the approvals which will be required for this work to take place.
This may include for example Faculty Application, consultation with Historic England.
Please also indicate any research you have conducted to indicate that such approvals are likely to be granted.
(Word Limit: 100 words)

Small grants projects are less likely to need approvals: however if any faculty is needed please give details of conversations or written/emailed correspondence with your archdeacons or other staff members on your DAC.

Resources and personnel

Please indicate here the practical resources and personnel (whether staff or volunteers) that the parish will deploy to implement the project work.   (Word Limit: 100 words)

Please summarize whether the project will be run by staff or volunteers, and how you can be sure they will have the time needed to run this project.

Declaration

I understand you will hold my data to assess this grant application and to manage and monitor any grant or funding offered for the duration of the grant-aided activity (and any audit or evaluation conducted post-completion) and that officers in the National Church Institutions or the external evaluators appointed by them may contact me or the contact(s) named above for those purposes.

I confirm that I have read and understood the *Guidance Notes for applicants* and its supporting documents. I confirm that the statements made in this application, together with the supporting information enclosed with it or cited electronically, are accurate and complete to the best of my knowledge. I accept that any correspondence or information provided to assess this application will be held on computer and used to process applications and to produce statistics.

Signed:

Role:

Date: Click or tap to enter a date.

The signatory should be the chair of the Parochial Church Council or a person authorised to sign for the parish.

Please email the completed form, your APCM report and financial statements, and any further supporting documentation to your Diocesan Officer.