

**THE ALLEN FOUNDATION
COMMUNITY BUILDINGS GRANT SCHEME**

Application Form 2016 – 2017



APPLICATION 1 St Mary's

PLEASE READ OUR APPLICATION GUIDELINES BEFORE COMPLETING THIS FORM

Please fill in the form and return to:
The Allen Foundation
The Grants Secretary
64 Chesterfield Road, Hampshire, SO24 3AZ

1. APPLICANT DETAILS	
Name of Applicant's Organisation	St Mary's Church, Browley
Full Address	St Mary's Church, Browley, Church Road, Browley, Hampshire
Postcode	SO24 5GP
X2 Contact Names	Revd Mark Bones Sarah Harding
X2 Daytime Telephone Numbers	01738 683019 0777847562
Email Address	St-marys-church@gmail.com
District / Borough Authority	Southampton
Is the Organisation a Registered Charity?	NA
Charity Registration Number	NA
When was your Organisation formed?	1863
If you are an unincorporated association and not registered at the Charity Commission please send us your governing document (constitution or set of rules or trust deed)	Parochial Church Councils (PCCs) are charities, which are governed by two pieces of Church of England legislation, called Measures. The Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.
Are you VAT registered? (If yes, please state VAT number)	No
Have you ever been awarded an Allen Foundation Grant before? Is so when?	Yes, in 2009

2. PROJECT DESCRIPTION	
What is the Project?	St Mary's Church is providing a new disabled toilet to benefit the wider community. The toilets will offer inclusive use of the church building for regular services, regular outreach activities and special events. It will also increase the number of families and young children, vulnerable or disabled adults and elderly residents able to participate in community events held at St Mary's.
Do you have a Business Plan for the project?	Yes
Please provide project budget	Please see attached.
State your Objectives for the project	1: Provide much needed facilities at St Mary's 2: Provide greater accessibility and inclusive access to all. 3. Provide increased access for the disabled. 4. Meet modern day health and safety standards. 5. Offer a wider range of community events to our local residents.

Does the project provide any of the following?	
Energy Efficiency Measures I.e. Insulation, windows and doors, boilers, water heating, energy saving devices?	The toilet will be fitted with dual flush and automatic stop soak taps.
Access and Facilities for Disabled People I.e. accessible toilets, access to building	The toilet will have disabled access and a baby-changing unit.
Information Technology Wifi, Broadband, access to Computers	NA

Have the necessary permissions I.e. Planning etc. has been obtained	Yes, local planning permission has been granted and the DAC have approved a faculty.
Please give details and attach copies.	Please see attached.
Planned start date: Planned end date:	September 2016. March 2017
Please give details of any professional advisors for the project e.g. architect, surveyor	Mrs Jenny Jones, RIBA Chesterfield Avenue, Hampshire, SO17 5PS Mr Bob Hope, RICS London, Teddington, N1 7SG

3. PROJECT PURPOSE

<p>Why is the project necessary? Please describe the locality, and the facilities in the area.</p>	<p>1. St Mary's will have full access and toilet facilities for the disabled and elderly. Many of the smaller groups of users, who already use the church, have considerable numbers of members who need these facilities.</p> <p>2. The village hall is at full capacity at peak times and potential users are being turned away. We are working in partnership with the hall and have already identified a local Babies Playgroup and Memory Café who would become new users of St Mary's.</p>	
<p>Please list current uses of premises and frequency.</p>	<p>Please see attachment of regular church activities.</p> <p>We plan to see a 25% increase in the number of outreach activities we can offer within the first 3 years of project completion.</p>	
<p>Which specific groups or sections of the community will benefit?</p>	<p>Access is open to all, with the potential benefit of existing users, new users and all residents and members of the community.</p> <p>The range of users will be enlarged to include smaller groups, societies and large numbers of elderly and disabled members.</p>	
<p>Details of how the need has been assessed.</p>	<p>The need has been assessed by a community survey and audit of our existing users.</p> <p>Overall, 75% believed disabled toilets in the church would improve their overall experience, and 82% would be more likely to attend more services and events.</p>	
<p>Please state the number of people who will benefit as categorised below:</p>	<p>Total People</p>	<p>3000</p>
	<p>Young People (under 19 yrs)</p>	<p>100</p>
	<p>Older People (over 70 yrs)</p>	<p>200</p>
	<p>Disabled / Vulnerable People</p>	<p>100</p>
	<p>Local Residents</p>	<p>1000</p>

4. PROJECT COSTS	
Construction / Adaption Costs	
Fees: Legal	NA
Fees: Planning	£3,000
Fees: Design	£3,000
Fees: Surveyor	£3,000
Project Manager	NA
Feasibility Study	2,000
Architect Fees	10,000
Other (please describe e.g. car park, contingencies)	12,000 contingency 8,000 materials 3,000 contractor fees
VAT	£0
Total Project Costs (including contingencies)	£44,000
How were these figures arrived at? Please submit copies of at least two estimates for each item.	See projected costs budget – attachment three quotes have been obtained.

5. PROJECT FUNDING			
Other Grants: Trusts / Foundations	£	Applied	Confirmed
The Joyce Foundation	£10,000	Y	Pending
The Water Foundation	£8,000	Y	Pending
The Churches Trust	£5,000	Y	Pending
Lottery Funding	NA		
Other Funding (please specify Legacy Local)	£6,000 £10,000		
Total OTHER Grant Funding	£ 39,000		

Grant sought from The Allen Foundation	£ 5,000
Funding from Lottery Sources	£ 0.00
Funding from other Sources	£ 39,000
TOTAL Project Funding	£ 44,000

6. PROJECT MANAGEMENT AND MONITORING	
Summary Project Finance	£44,000
Annual Running Cost of Organisation	£80,000
Total Cost of Project	£44,000
How will this project be managed and run?	By a fundraising committee made up of charity trustees and members of the church with backgrounds in construction, finance, fundraising, accountancy and project management.
How will you monitor progress?	The Architect and Project Manager will monitor progress. They will report to the fundraising committee every month during construction.
How will you measure success?	Success will be measured every 6 months over a 3 year period. Both qualitative and quantitative data will be collected.
Explain how your organisation is managed.	The Priest in Charge and the Parochial Church Council run the Church, and is supported by a team of volunteers.
Do you offer Health and Safety training?	No, but we will run our first training in January 2017 with annual reviews.
Is any of the work to be carried out by volunteers?	Yes

7. SUSTAINABILITY	
Explain how the project will be sustained in the longer term.	Rental income, regular fundraising and the generous regular giving of its church members.
Over what period will the community benefit from the completion of the project?	After we have installed the toilets, we will be in a stronger position to make further improvements to our Church, which will in turn offer community benefit for generations to come.

8. BANK DETAILS	
Name of Account	Bank of the Church
Name of Address Of Bank	Church Bank, Churchland, CH1 8HS
Account Number	0795847
Sort Code	40-82-10
Signature of Applicant	Rev'd Mark Bones
Position within Organisation	Priest in Charge

8. DECLARATION BY THE APPLICANT

I declare to the best of my knowledge and belief the information given on this application form and any support is correct.	
I understand that the acceptance of this application does not in any way signify that the project is eligible for grant aid.	
I apply for a grant from The Allen Foundation of £ only.	
Date (dd/mm/yyyy)	

Please return this form:	To: The Allen Foundation, The Grants Secretary, 64 Chesterfield Road, Hampshire, SO24 3AZ
How did you hear about us?	
The Allen Foundation website	
District / Borough Council	
Local Press Media	
Other (please specify	