



Guidelines for Friends Funding of Projects

Approved by The Friends Council, 11th August 2008

The Friends' overall aim related to funding is:

"To give financial donations and, where appropriate, practical help towards specific restoration or improvement projects and to activities associated with the Cathedral's work, especially those unlikely to come to fruition without help from the Friends."

- 1.** Funding decisions are taken by the Friends' Council with regard to the agreed Funding Guidelines. The Council reserves the right to amend these guidelines
- 2.** Financial support may be given either in response to requests or at the instigation of Council members or the suggestion of Friends.
- 3.** The Friends Council will consider applications for funding that;
 - a.** result in the lasting enhancement or restoration of the Cathedral fabric
 - b.** support one-off events that will enrich the Cathedral's life and ministry;
 - c.** offer an opportunity to raise the Cathedral's profile and attract new visitors.
- 4.** In addition Council will give regard to whether:
 - a.** the project would be unlikely to come to fruition without support from the Friends
 - b.** the project provides opportunities to help raise the Friends profile/membership
- 5.** Council will not normally consider applications for projects:
 - a.** for which similar expenditure has recently been given
 - b.** that require the Friends to make an on-going commitment
 - c.** that have not been endorsed by one of the Committees of the Cathedral Chapter.
- 6.** The Council should consider and approve the cost of a whole programme rather than tackle it piecemeal. Funds may be released in instalments as it is required.
- 7.** Council will normally make decisions on applications in May and September in order to make comparative assessments. However there can be some flexibility in this cycle to assess applications requiring a decision to meet a specific deadline related to the proposed project
- 8.** The Council may run an appeal to raise additional funds to support a specific project.
- 9.** Council may consider loans and guarantees as a flexible mechanism for supporting projects, but should have sufficient Funds available to cover any such commitments

Process for applications and assessment

1. Applicants will be encouraged to submit an 'expression of interest' for funding at any time, to enable the Friends Council to give an 'in principle' indication of interest
2. Applications will be invited to be submitted by the end of March and September with recommendations made to Council for decisions in May and November
3. Applications should be submitted on the Friends Funding Application Form accompanied by appropriate supporting information
4. Council will nominate a small Funding group to process/assess applications and ensure they contain appropriate information to enable a decision to be made. The group will make recommendations to Council
5. Council will identify one of its Members to liaise with a successful applicant, and to monitor spending and progress of the project and report back to the Friends.

Timetable

January	Council confirms amount available for distribution and membership of Funding Group
February	Communication to Friends, Cathedral departments and committees inviting expressions of interest and applications
End March	Closing date for applications
April	Funding Group considers applications and makes recommendations a) approval and amount b) rejection and reason c) deferment and reason
May	Council makes decisions based on recommendations from Funding Group
May/June	Communicate decisions to applicants. Confirm funds available for Round 2
August	Communication to Friends, departments and committees inviting expressions of interest and applications
End Sept	Closing date for applications
October	Funding Group considers applications and makes recommendations a) approval and amount b) rejection and reason c) deferment and reason
November	Council makes decisions based on recommendations from Funding Group
Nov/Dec	Communicate decisions and confirm funds available for Round 2

End

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