



The Inspire Project

Inspiring Worship, Learning and Community

Brief for Fundraising Consultant and Bid Writer

July 2025

Client: St John's Church, Ranmoor

Remit of the brief:

We're seeking an experienced capital fundraiser to provide support with raising £1million for phase 1 of the Inspire Project.

Issue date: 26th August 2025

Response date: 28th September 2025



St John's
Ranmoor
INSPIRE PROJECT

Introduction:

St John's Church, Ranmoor in Sheffield is a grade II* Gothic Revival church which was originally built in 1879. It was destroyed by fire less than 10 years later, with only the spire surviving. It was rebuilt and opened again in 1888. Pevsner noted that St John's is 'the finest of Sheffield's 19th century parish churches'. The soaring spire and its position on one of Sheffield's hillsides means that it can be seen for miles around. It is a much-loved part of the Sheffield skyline and cherished by both those connected to the church and the wider community.

St John's is an active parish church. We have a rich liturgy in our services and a strong choral tradition. The PCC has articulated a vision to worship and we are committed to inclusivity, outreach and worship for all ages, to learning and to offering a space that inspires learning in all its forms, and community and we strive for peace, justice and the integrity of creation, holding strongly the responsibility that we have to create a space for community to gather and be inspired by one another. These are the principles on which the Inspire Project has been developed.

Background to the project:

St John's PCC has for many years considered proposals to enhance the facilities on the church site. The proposals, whilst varying in scale, have had a common theme, to create a space that is suited to modern community use. The Inspire Project shares that aim.

The 2020 Quinquennial Inspection report identified significant deterioration in the building, most concerning in the condition of the tower and spire. Subsequent survey work has indicated that the spire requires urgent restoration. The tower and spire have been included on Historic England's Heritage at Risk Register, they described the tower and spire as "reaching critical condition which requires action to prevent complete loss".

The challenges of our building:

The building in its current condition presents several challenges:

- St John's doesn't have any kitchen facilities on the main church site, relying instead on the hiring of the kitchen of the Ranmoor Parish Centre (a separate charity) for any events involving food and for washing up. Even serving post-service refreshments is a challenge with a water urn being filled from a tap within the toilet cubicle, the only tap in the building. There's no sink for handwashing or washing up – with crates of mugs being carried across the road to the Parish Centre.
- There is only one toilet cubicle in the building and it is inaccessible to disabled visitors. The church relies on use of the toilet facilities in the Parish Centre when there is a large service or event in church. The inadequate facilities are off-putting to hirers of the building for concerts and other events and school visits are inhibited by not having suitable facilities for the children.
- The church is cold, making it unwelcoming to visitors. St John's is a vast space, but the heating system is inefficient meaning that the building takes a very long time to heat up and it's often cold. St John's isn't comfortable for visitors for long periods of time.
- The space is inflexible and restrictive. St John's has fixed pews throughout the Nave, leaving little opportunity to use the space creatively or to have flexible space that can be used for a range of purposes.

- St John's lacks suitable space for small groups and children's activities. Our children's Sunday group, Footsteps, is held away from the main church site in the Annexe of the Parish Centre, with children and session leaders having to cross Ranmoor Park Road. For all other church meetings and activities space is hired in the Parish Centre.

Consultation

In the summer of 2023, we undertook a survey of people in the St John's community. 135 people responded to the survey and the findings show how much people in the Ranmoor community enjoy the building, worship, music and community of St John's. But they also present the challenges people have with our building, particularly the lack of toilet facilities and a kitchen, and the hopes they have for increased use of the building. The consultation has helped to inform the plans for the scope of the Inspire Project.

The Inspire Project

An aspirational project has been developed to resolve the challenges we've identified for the building and create a building that enables us to live out our mission.

The full scope of the project includes the following:

- Tower and spire restoration
- Installation of a kitchen servery
- Repair and reordering of the vestries, including the provision of three WCs (one of which being a disabled type)
- Pew removal and installation of underfloor heating
- New entrance pavilion to the north-west comprising additional toilets and a small meeting room
- Enhanced footpath to the west end
- New lighting
- AV equipment
- Repairs identified in the QI including renewal of rainwater goods
- New roof
- Alternative energy source (e.g. ground source heat pumps)

A project encompassing all the above elements would cost in excess of £4million. Whilst we have a vision to undertake all elements of the project, the initial priorities in order of importance are:

1. Tower and spire restoration – cost £765,000 + Fees & VAT

Full plans have already been developed for this element of project. The works are urgent and until the works commence we are spending £305 per week on the hire and ongoing inspection of the protective scaffolding. The design work for this element of the project is complete and the faculty approving the work has now been received. This element of the project will take around 18months to complete.

2. Kitchen servery – cost £50,000 + Fees & VAT

The lack of a kitchen servery is severely inhibiting the use of the building. This element is a priority for our congregation. Given the intention to undertake further phases of work – including a new

stone floor throughout – the design will comprise a demountable kitchen that will meet the high-quality specification that will be required to achieve faculty but can be re-installed following further work.

3. Repair and reordering of the vestries – cost £168,000 + Fees & VAT

A significant priority for the immediate phase of the project is the installation of additional and accessible toilet facilities. The hope would be to have toilets accessible from the back of church, but as an interim solution the existing toilet provision would be enhanced as part of a vestry reordering. Reordering the vestry space could also create multi-purpose vestries which could be used as meeting rooms / Sunday school rooms and three toilet cubicles.

4. Heating pipe renewal – cost circa £80k + Fees & VAT

Without the removal of the pews, we would only be able to proceed with the original design of replacing the existing heating pipes with small finned pipes - a more energy efficient solution with better heat dispersal. This would be an interim solution until such a time that we can remove the pews and install underfloor heating.

The initial phase of work would resolve the most pressing issues and will have the most immediate and significant impact in how the building can be used for both worship and hired by community groups. It is hoped that phase I could be completed in time for the 150th anniversary of the first church in 2029.

The Inspire Project Group retains its vision for the full project, but phasing the project offers a practical and realistic solution to the immediate problems we have with our building.

Financial Resources

The initial phase of the work has been appraised by a quantity survey (the tower and spire element has been based on full plans). The baseline cost for the work, net of fees and VAT, is £1,042,500. The fee proposal has been included at 15% of project cost, although if the phases were undertaken separately, then the fees could be negotiated on a fixed fee per element of the project.

Given the significant withdrawal of the Listed Places of Worship Grant Scheme our fundraising target has been based raising the full project cost.

Element	Net Cost	With fees @ 15%	With VAT*
Tower and Spire	£745,000	£856,750	£1,028,100
Kitchen	£50,000	£57,500	£69,000
Vestries	£167,500	£192,625	£231,150
Heating	£80,000	£92,000	£110,400
PHASE I	£1,042,500	£1,198,875	£1,438,650

The Inspire Project Group has a fundraising workstream, actively identifying funding opportunities for the project. The PCC has committed £580,000 of reserve funds to the project. We've set our fundraising target for the project at £1 million. To date we've been awarded grant income of £100,000 and pledges of giving and Gift Aid of £80,000.

The full fundraising target would enable us to complete all four elements of phase I, but in the first instance the fundraising is for the Save Our Spire appeal – once the necessary funds have been raised for this element of the project then that work will commence whilst the remainder of the funds are raised.

Timetable for the project:

- Faculty has been received for the Tower and Spire – as soon as sufficient funds are raised, contractor tendering can commence. Required balance circa £350,000 to be raised by the end of 2025.
- Design work to RIBA 3 and submission of faculty to take place in autumn 2025, fundraising for servery, vestries and heating to be completed by Summer 2026 – a balance of circa £450,000.

Scope of the consultancy:

A suitably-qualified consultant is required to undertake the following:

- To review the existing fundraising plan and develop an appeal strategy;
 - identifying the key opportunities for fundraising.
 - developing suitable approaches to potential donors e.g. Trusts and Foundations, companies/commercial, individuals (high-net worth individuals), community giving/crowd funding.
 - identifying the key project risks and suitable mitigations.
- To work with the Project Steering Group to prepare and submit funding bids, coordinating the preparation of the submissions and working to deadlines.
- To have oversight of the community fundraising, developing strategies for successful community fundraising and supporting volunteers to promote events.
- To review and refine the approach to individuals, helping to maintain momentum in the appeal.
- To report progress updates to the PCC via the Project Steering Group.
- To input into other relevant areas of the project e.g. communications, risk management.

The Fundraising Consultant should be able to display the following:

- Experience of fundraising planning in the heritage and faith sector.
- Experience of managing an appeal of a similar size.
- An understanding of the opportunities and challenges of working in a consecrated church.
- Examples of successful funding applications for amounts over £100k.
- An awareness of the particular needs of Sheffield and the local fundraising environment.
- An ability to be flexible and work collaboratively with the Project Steering Group, PCC and volunteers.

Key Relationships:

- The Inspire Project Steering Group
- The PCC
- Revd Dr Matthew Rhodes, Incumbent
- The Parish Administrator
- The wider project development and professional team
- Project supporters and donors

Fees and Milestones:

The PCC is open to considering fee proposals and invite you to submit appropriate tenders based on the work involved in reaching the fundraising target. This fee should include VAT and all reasonable expenses. The fee will be payable at mutually agreed milestones and your submission should include proposed payment milestones. Submissions should also include details of the proposed associate to be assigned to the project, along with a schedule of hourly rates.

Response Required:

Tenders should include a letter of application summarising suitability for the project, and a separate project proposal identifying the approach, time commitment and cost. Tenders should also include full company details and information of any relevant insurance.

Deadline:

Completed tenders should be returned by midnight on Sunday 28th September 2025 to Revd Dr Matthew Rhodes by email matthew.rhodes@stjohnsranmoor.org.uk . Do also contact Matthew if you would like to arrange a site visit ahead of submitting your tender.

Interviews:

Interviews will be held on Monday 6th October and will consist of a 10 minute presentation on the approach to the project and interview with member of the Project Steering Group.

Consultants are responsible for obtaining all information necessary for the preparation of their response; and all costs, expenses and liabilities incurred in connection with the preparation and submission of their tender and attending any interviews will be borne by the Consultant.

The PCC reserves the right not to select the lowest priced tender or not to appoint at all.