

An introduction to the Parish Giving Scheme

Why are regular gifts so important to your Church?

The Church of England offers a Christian presence in every community. Together we seek to make this Christian presence the heart of all our cities, towns and villages: by our wonderful buildings; by worshipping together; by serving our communities and by sharing our faith and values. This valuable contribution to our communities has a cost. For our Churches to survive and grow, they rely on regular gifts so that they can plan confidently for the future.

What is the Parish Giving Scheme?

The Parish Giving Scheme (PGS) has been set up to help your parish best manage regular gifts. It is a charity that is owned and funded by the Church of England.

How does it work?

Gifts can be made on a monthly, quarterly or annual basis, using the attached gift form and Direct Debit instruction. Even though gifts are made to the Parish Giving Scheme, they are restricted to your parish, giving you peace of mind that your gift cannot be used elsewhere. Unlike a utility bill you are always in charge of what you give. Your gift will be passed back to your parish by the 10th of the month. Gift Aid will be received separately once PGS has received it from HMRC. The unique feature of this scheme is the option for you to commit in principle to increase your gift annually in line with inflation. Whilst this is a voluntary decision, it is one that could potentially have a huge impact on the life and future of your church.

What are the main benefits?

Through your generous commitment, your church can be assured of a regular, tax-efficient source of income which has the capacity to increase with the cost of living, yet involves virtually no administration. You will benefit from a system that is secure, confidential and easy to use, while supporting your church today and for the future.

Frequently Asked Questions

Who is responsible for my personal information?

Although PGS has been set up to help your church manage gifts, it is a separate legal entity and must comply with data protection law. By returning the gift form you consent to PGS using your information for the purposes of the Parish Giving Scheme.

For more information please see PGS's privacy notice available on the PGS website www.parishgiving.org.uk/privacy-policy. Alternatively, please call PGS on 0333 002 1260 for a copy of the privacy notice.

Will our parish be charged for this scheme?

There is no direct charge to your parish for using the Parish Giving Scheme or processing your gift. The annual running cost of the Scheme is met by the Church of England.

Can I choose the day my gift is collected?

Unfortunately not. In minimising costs it is important that all gifts are collected on the same day each month, which has been agreed as the 1st.

Why am I giving to PGS?

In order to manage your gift and claim Gift Aid, it is necessary that your gift is legally given to PGS who are handling all the administration. PGS provides a secure and robust service to make it easier for your church to receive regular gifts.

What rate of inflation will be used?

If you opt-in to increase your gift annually, we will use the Consumer Price Index (CPI) as an independent and well-known measure of inflation. As your giving anniversary approaches, we will calculate your increased gift using the most recently published monthly CPI data.

What if I say yes to an inflationary increase, but my circumstances change?

We fully understand that circumstances can change; please rest assured that you will be written to 30 days in advance of any increase with the revised amount. If you are unable to meet it, simply let us know.

What next?

How do I go about signing up to the scheme?

Fill out the form opposite, with as much detail as possible using a black pen in BLOCK CAPITALS. Detach it from this leaflet following the cutting line and post it to the address given below.

Important: It is essential to complete all sections of the gift form in particular 'Church / Parish name; Diocese of; and PGS Parish code'. Please also ensure that you have ticked the box to say you have read and accepted the terms and conditions. Without this information in full, PGS cannot process your gift. **Note:** We welcome gifts from couples, so if you wish to make a joint gift please write your preferred title in the 'other' box. For the purpose of Gift Aid however they need the signature **of just one individual who pays sufficient tax to cover the gift.** Please **add your initials in the Gift Aid signature box** so they know which individual the declaration belongs to.

Then what can I expect?

Within 10 working days you will receive a letter confirming your personal details, the level, frequency and date of your first gift and the parish you wish to restrict it to. Please check this letter thoroughly to ensure that all the details are correct. In this letter you will receive a PGS reference number (located below the address) which needs to be retained by you, and quoted in any future communication you have with the Parish Giving Scheme. There will also be a bank reference code which begins with 'PGSGIFT', and ends with a unique number code. This is the description which will appear on your bank statement when each gift is given.

How will my parish be notified of my gift?

Your gift will be paid into your parish's bank account by the 10th of the month and Gift Aid will be received separately once PGS has received it from HMRC. Your parish's Planned Giving Representative receives a statement detailing the names of those who have given gifts through PGS. PGS will provide your parish's Planned Giving Representative with your postal address, however you can decide to remain anonymous by ticking the box on the right. If you decide to remain anonymous only the amount of the gift will be shared with your Representative. We encourage you to remain known to your parish, so that they can thank you and tell you more about how you can support them. This also helps them to avoid mistakenly approaching you in the future to consider a regular gift to your church.

I currently give by standing order; how do I stop this?

Unfortunately PGS is unable to cancel a standing order for you, only you may do this. If you bank online it is very simple to do through your online account, otherwise you will need to contact your bank direct.

How do I go about changing my gift in the future?

We know that circumstances change and your ability to give may increase or decrease over time. If you wish to make a change please notify the Parish Giving Scheme using one of the methods provided in the contact information box below, quoting:

- Your PGS reference number (found below your address on PGS correspondence)
- The value of your existing gift
- The new amount you would like to give
- When you would like this change to be brought into effect

Should you wish to have a confidential conversation about your options in changing your gift, please don't hesitate to contact the Parish Giving Scheme at the address below.

Note: For administrative reasons **the Parish Giving Scheme cannot make any changes within three working days of the next gift date..**

Who do I contact for help?

Parish Giving Scheme
76 Kingsholm Road, Gloucester, GL1 3BD
Tel: 0333 002 1260 Email: info@parishgiving.org.uk
www.parishgiving.org.uk

