



MOST WORSHIPFUL PRINCE HALL GRAND LODGE OF

FREE & ACCEPTED MASONS OF NORTH CAROLINA & JURISDICTION, INC.

APPLICATION FOR RENOVATION AND RESTORATION ASSISTANCE

Overview: The Most Worshipful Prince Hall Grand Lodge of Free and Accepted Masons of North Carolina and Jurisdiction, Inc. seeks to assist constituent lodges in the maintenance and upkeep of their meeting facilities. The Renovation and Restoration Program is a grant matching program designed to maintain adequate and safe meeting facilities. The MWPGLNC will match up to \$7,500.00.

DATE OF APPLICATION: _____

Lodge Name _____ Lodge Number _____

Address of Building _____

City _____, NC Zip Code _____

(This is where the work is being performed)

Renovation or Restoration Project: _____

(Examples: Bathroom replacement, Electrical Work, Floor repair, Roof repair)

Cost of Renovation and/or Restoration Project: \$ _____

Amount of Assistance Requested: \$ _____

Amount lodge has available to fund the required renovation/restoration? \$ _____

TO BE COMPLETED BY WORSHIPFUL MASTER AND SECRETARY

Does the lodge have insurance on the property being renovated/restored?

☐ Yes

☐ No

What is/are the insurance coverage(s)? _____

Name of Insurance Company: _____

Insurance Identification Number: _____

Address _____

City _____ State _____ Zip Code _____

Does the lodge own the property (building) the work is being performed on?

☐ Yes

☐ No

If no, who is the owner of the building/property?

Address _____
City _____ State _____ Zip Code _____

Does the lodge own the land the building resides on?

___ Yes

___ No

If no, who is the owner of the land?

Address _____
City _____ State _____ Zip Code _____

What is his/her relationship to the lodge? _____

Does the lodge pay property taxes to the county? ___ Yes ___ No

If yes, what taxes were paid the last three (3) years?

Year 1, 20____, \$ _____

Year 2, 20____, \$ _____

Year 3, 20____, \$ _____

Does the lodge have three (3) job performance estimates from licensed vendors?

___ Yes

___ No

Vendor 1: _____

Address _____
City _____ State _____ Zip Code _____

Vendor 2: _____

Address _____
City _____ State _____ Zip Code _____

Vendor 3: _____

Address _____
City _____ State _____ Zip Code _____

What has the lodge done to raise funds to support this project: _____

Has the lodge supported the last three (3) Grand Lodge Raffles? ☐ Yes ☐ No
If yes, did the lodge receive an incentive check for their support? ☐ Yes ☐ No
If yes, what year(s) _____

Does the lodge have matching funds on-hand? ☐ Yes ☐ No
If the lodge does not have its portion of the matching grant amount on hand at the time of this application, when does the lodge project it will have the funds?
☐ One quarter (90 days)
☐ Six months
☐ Nine months
☐ One year
☐ Other: Please specify _____

Is the lodge current with its taxes with the MWPHGLNC? ☐ Yes ☐ No
If no, how much is the lodge in the arrears with the MWPHGLNC? \$ _____
What is the amount owed for? _____

Does the lodge deed have the statement required by the Grand Lodge included?
☐ Yes ☐ No

If no, is lodge going to amend deed and sign an affidavit stating the property shall not be leased or sold without the approval of the Most Worshipful Prince Hall Grand Lodge of Free and Accepted Masons of North Carolina and Jurisdiction, Inc.
☐ Yes ☐ No

Does the lodge conduct monthly bank reconciliations? ☐ Yes ☐ No

Does the lodge conduct/perform annual audits? ☐ Yes ☐ No

Does the lodge prepare annual budgets? ☐ Yes ☐ No

RENOVATION AND RESTORATION APPLICATION CHECKLIST

- ☐ **APPLICATION FOR RENOVATION AND RESTORATION ASSISTANCE**
- ☐ **COPY OF LODGE'S DEED**
- ☐ **COPY OF LODGE'S INSURANCE POLICY**
- ☐ **COPY OF LAST THREE (3) YEARS OF PROPERTY TAXES BILL AND RECEIPT**
- (IF APPLICABLE)**
- ☐ **VENDOR JOB PERFORMANCE ESTIMATES (3)**

___ DEPARTMENT OF RENOVATIONS AND RESTORATION JOB PERFORMANCE
ESTIMATE

___ COPIES OF THE LAST THREE AUDIT REPORTS

___ COPIES OF THE LAST THREE ANNUAL BUDGETS

___ COPIES OF THE LAST THREE BANK STATEMENTS

PRINTED NAME OF SECRETARY PRINTED NAME OF WORSHIPFUL MASTER

SIGNATURE OF SECRETARY SIGNATURE OF WORSHIPFUL MASTER

LODGE SEAL

TO BE COMPLETED BY RENOVATION AND RESTORATION DEPARTMENT

DATE APPLICATION RECEIVED _____

IS THE PACKET COMPLETE? ___ YES ___ NO

WHAT IS THE DEPARTMENT OF RENOVATION AND RESTORATION PROJECT COST
ESTIMATE? \$ _____

HOW DOES THE DEPARTMENT OF RENOVATION AND RESTORATION PROJECT
COST ESTIMATE COMPARE TO THE THREE (3) VENDOR COST ESTIMATES?

WHAT IS THE DEPARTMENT OF RENOVATION AND RESTORATION
RECOMMENDATION TO THE EXECUTIVE BOARD?

