

CHARNWOOD BOROUGH COUNCIL



HISTORIC BUILDINGS GRANTS

APPLICATION FORM



Contact:
Grants Administrative Assistant
Change Management
Charnwood Borough Council
Southfields
Loughborough
LE11 2TR
Direct line: 01509 634556
Email: grants@charnwood.gov.uk

1. **ADDRESS** of building for which grant is sought.

2. **OWNER or LEASEHOLDER** of the building.

If a Grant is paid, the cheque will be made payable to the person named below.

Name:

Telephone:

Address (if different from 1):

Grants may only be paid to owners or full repairing leaseholders. If you are not the freehold owner of the property, please state your interest in the building. If you are a full repairing leaseholder, please state the year and month when you took the lease.

3. **AGENT** – Architect or Surveyor through whom all communications should be made.

Name:

Telephone:

Address:

Professional Qualifications:

4. **USE OF THE BUILDING**

What is the present use?

What is the proposed use after repair (if different)?

5. **OTHER GRANTS**

Please give details, including the amount, of any other grants you have applied for or been awarded (e.g. Housing Improvement Grant, Repair Grant from English Heritage etc.):

6. DESCRIPTION OF WORK

Please describe briefly the nature and scope of the work required, and include (where possible) any relevant drawings, photographs and specifications:

Have you applied and paid for or obtained all necessary consents such as Planning Permission, Listed Building Consent, Building Regulations Approval, etc?

7. ESTIMATED COST OF THE WORK

Please give the estimated costs of the required work, broken down where possible into broad categories (e.g. roofing, repointing, window repairs, professional fees etc.)

ITEM	NETT COST	VAT
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Please attach copies of at least two estimates, from which these costs are derived. If the grant is awarded it will be paid on the basis of the lowest estimate even if this is not your chosen contractor.

8. CHOSEN CONTRACTOR

Please give the name of your chosen contractor.

9. DECLARATION

I have read the Guidance and Criteria – Applying for a grant towards the maintenance of a Historic Building” and I accept the conditions set out in that leaflet.

Signed:

Date:

On behalf of:
