

Privacy Statement

Data Protection Act 1998 and Freedom of Information Act 2000

Personal data supplied on the SHIRE Grants Application Forms will be held on computer and will be used in accordance with the Data Protection Act 1998 for statistical analysis, management, planning and in the provision of services by the County Council and its partners. The information will be held in accordance with the Council's records management and retention policy.

Information contained in the SHIRE Grants Application Forms may be subject to release to others in accordance with the Freedom of Information Act 2000. Certain exemptions from release do exist including where the information provided is protected by the Data Protection Act 1998.



Application Form

Grant Aid for Historic Buildings

Please read the guidance notes (FormHB1) before completing this application form



Application form (please read carefully before filling in the form)

- (i) It is essential that the property is inspected by an Officer from the Historic and Natural Environment Team before any work is undertaken. A grant cannot be made for repairs carried out before an application is made and approved.
- (ii) Copies of at least two comparable and itemised estimates for the works must be supplied with the application form.

1. Property for which grant is sought

1.1 Name of property:

1.2 Address of property:

Postcode:

Telephone:

Fax:

Email:

2. Applicant details

2.1 Name of applicant:

2.2 Address:

Postcode:

Telephone:

Fax:

Email:

2.3 Nature of interest (ie freehold, leasehold, tenancy, etc):

2.4 Please give date of acquiring interest and if leasehold or tenancy, please state in what year it will expire:

3. Contact point

3.1 Name of person to act as the point of liaison with the Council if different from above:

Address:

Postcode:

Telephone:

Fax:

Email:

4. Works for which grant aid is sought

4.1 Brief summary of the work and anticipated start date:

4.2 What is the present use of the building and the proposed use after repair?

4.3 Estimated cost of repair work: (please attach copies of all relevant estimates)

4.4 Is VAT likely to be recoverable or zero-rated on any part of the project?

Yes No

4.5 Do you wish to include professional fees? Please give details:

4.6 Have all necessary approvals been applied for or given, including planning permission, listed building consent, appropriate ecclesiastical permission and building regulations?

Please give details:

5. Other funding

5.1 Have you applied to any other sources for a grant or loan towards this work?

Yes No

5.2 If yes, please give details (including amounts):

6. Additional information

6.1 Please give any additional information in support of your application, particularly if there are likely to be community or economic benefits:

6.2 To whom should the grant cheque be made payable?

7. Signature of applicant

- 7.1 I hereby apply for assistance towards the cost of repair work to be carried out on the building(s) described on this application form. I agree to abide by the conditions and any subsequent requirements imposed following inspection of the building by Officers of the County Council.

Signed:

Date:

For further details or if you have any queries please contact the Historic and Natural Environment Team at the address below.

Telephone 0116 265 7082 or Email: shiregrants@leics.gov.uk

The completed application, together with at least two estimates should be sent to:

Mrs D Braker
Environment and Heritage Services
Community Services Department
Leicestershire County Council
County Hall
Glenfield
Leicester LE3 8TE.

Leicestershire County Council
Community Services Department
County Hall, Glenfield, Leicestershire LE3 8TE

Telephone: 0116 265 7082/7092
Facsimile: 0116 265 7965
Minicom 0116 265 7334
E-mail: dbraker@leics.gov.uk

Information from this leaflet is also available in alternative versions (e.g. large print, Braille, tape or an alternative language) by contacting the numbers shown above. Further details and application forms are available on the web:

www.leics.gov.uk/shire



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