



Grant Application Form	Date Received:
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Partnership Schemes in Conservation Areas:

Derwent Valley : Cromford Conservation Area

Funded jointly by English Heritage,
Derbyshire County Council and Derbyshire Dales District Council.

Grant Application Form

This form, completed and signed, should be returned with copies of the estimates to:
*Corporate Resources Department,
Derbyshire County Council, County Offices, Matlock DE4 3AG*

Important Notes: Please read carefully before filling in the form

- i) **Three** estimates must be obtained for grant eligible works exceeding £5,000 in value (unless agreed in writing beforehand with the Council).
- ii) No work may be started until written approval is given, or you will not be eligible for a grant.
- iii) If a grant is offered, it will normally include a condition that, if the building is sold within three years, the grant may be recovered.
- iv) No work should be carried out other than in accordance with a specification (and, if appropriate, drawings) approved by the project officer before work starts.
- v) For grants that include repair works over £20,000, you must employ a competent professional with relevant specialist conservation knowledge, ability or experience. Unless otherwise agreed, this professional must be a conservation-accredited architect or a RICS conservation accredited building surveyor.
- vi) Before starting work, an owner must have secured all necessary planning permissions, building consents and other statutory approvals.
- vii) The cost of any work which is recoverable through an insurance claim will not be grant aided.
- viii) While works are in progress the property shall be adequately insured as appropriate. You may be asked to provide evidence of insurance cover.
- ix) Any contractor carrying out structural work under the grant scheme shall provide “all risks” insurance cover and hold adequate public liability insurance in the event of a claim being made, unless otherwise agreed in writing with the County Council. They may be asked to provide evidence of that insurance. It is the responsibility of the applicant to ensure this is complied with.



1. Address of building for which grant is sought
.....
.....
Trading name
.....

2. Name and address of applicant – Tel No (if available)
.....
.....
.....
..... Post Code
Telephone:
E-mail:

3. Name and address of professional adviser or agent (if applicable)
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.....
.....
..... Post Code
Telephone:
E-mail:

4. Is the applicant the freehold owner of the building or land concerned and totally responsible for its upkeep and repair?
 Yes No Please tick

(a) If freeholder, in which year and month was the property purchased?

(b) If leaseholder, in which year and month was lease taken over?
.....

Please provide a copy of the lease.

5 (a) What is the present use of the building?

(b) What is the proposed use after repair?

6. Is the applicant or the owner a commercial concern?
 Yes No Please tick

Is VAT reclaimable or zero-rated?
 Yes No Please tick

7. Do you wish to include professional fees?

 Yes

 No

Please tick

If **yes**, at what percentage?

Please give name of professional institution

8. Description of proposed works:

Please itemise each element of the work to be done separately and get quotations broken down so the cost of each element may be shown. This should be based upon the lowest quotation.

Item	Cost (excluding VAT)	For official use only Eligible Costs
Total		
For official use only	Total Eligible Costs	
	Fees	
	VAT	
	Grand Total	
	Grant at %	

9. Have you applied for, or been awarded, a grant from any other source, a Housing Improvement Grant, for example, or currently receiving any other form of grant aid?

 Yes

 No

Please tick

If so, please give details:

(additional details may be require on request)

10. Lowest estimated cost of repairs
 (The figure for VAT must be shown separately)

Cost £ + VAT £ + Fee £ = Total £

11. Public Benefits of the Project

Your project will provide some economic benefit beyond the physical repair of the building. Please provide a brief statement describing what social and/or economic regeneration benefits your project will provide.

This question is aimed at identifying benefits such as employment opportunities after project completion, new or improved commercial or residential floorspace, regular and/or wider use of the building for community activities etc.

Please identify the anticipated benefits in the following categories

- (i) Number of persons employed on the job x number of weeks for eachConstruction jobs (expressed in person weeks)
- (ii) Number of full time equivalent jobs
- (iii) Number of residential units
- (iv) Number of improved commercial units (and square metres of each if known)/m²
- (v) Environmental improvements (m²)/m²
- (vi) Is the building to be used for community activities? Please tick

The completed form must be signed here by the applicant at 2.0 above. If the applicant is two or more individuals (e.g. if the property is jointly owned), all should sign. If the applicant is a body, an authorised member of that body should sign and should name his or her post in the body.

I/We declare that I/we have read the notes and that the information given above is true and accurate to the best of my/our knowledge and belief. I/We also declare that this application complies with the conditions listed on this form.

Signature(s) Date

Name (print)

.....Post held (for bodies only)

Note

- 1. Additional (mainly technical) conditions will be applied to any grant offered as appropriate to the proposal.
- 2. Most applicants will be requested to display a sign (provided by the Partnership Scheme Officer) on site giving publicity to the scheme during works.
- 3. For further information contact Paul Warren on 01629 539803, Fax 01629 585143 or Mark Askey on 01629 761360.