



THE PRINCE OF WALES OPENS THE PRINCE EDWARD PROMENADE, WEST CLIFF, RAMSGATE 1926

TO

THE RAMSGATE SEAFRONT TOWNSCAPE HERITAGE INITIATIVE

GRANT APPLICATION FORM



Supported by

The National Lottery[®]
through the Heritage Lottery Fund



GRANT APPLICATION FORM

A grant aid programme jointly funded by the Heritage Lottery Fund and
Thanet District Council

PLEASE READ CAREFULLY BEFORE FILLING IN THIS FORM

1. This application must be accompanied by **two** copies of the necessary Drawings, Photographs, Specifications and Schedule of Works for the proposed project. Your grant will be based on the Eligible Works detailed in the priced Schedule of Works. Suitable record photographs of the existing building(s) are also required.
2. No work may be started until written approval is given, or you will not be eligible for grant.
3. No work may be started until any relevant Listed Building Consent, Planning Permission, Building Regulations Approval or other required statutory permission or consent has been obtained. **These procedures for obtaining these permissions or consents are quite separate from your grant application.**
4. If a grant is offered, it will normally include a Condition that, should the building be sold within a specified period, or if it is a 'Development Project', the grant or part of the grant may be recovered (see 'Operation of Scheme and Conditions' for details).
5. It may be a requirement that you employ an appropriately qualified professional advisor.
6. Three written quotations or three to six formal competitive tenders must be obtained, depending on value of eligible works (see 'Operation of Scheme and Conditions' for details).
7. Any misleading statements (whether deliberate or otherwise) given at any stage during the application process, or any material information knowingly or unknowingly withheld, could render your application invalid and may require repayment of your grant.

Before submitting this form you should read the supporting Guidance Note for the scheme:

- **Operation of Scheme and Conditions**
- **Guide to Eligible Work**
-

If you have not received these with the Application Form, they are available from the THI Project Officer. If you have any queries, please contact the THI Project Officer at:

Miss Tanya Carr

Conservation Technician - Ramsgate Seafront Townscape Heritage Initiative

Thanet District Council

PO Box 9

Cecil Street

Margate

CT9 1XZ

Phone:

01843 577297

Email:

Tanya.Carr@thanet.gov.uk

1.0 DETAILS OF PROPERTY FOR WHICH GRANT IS SOUGHT:

1.1 Name of property:

1.2 Address of property:

1.3 Is the property a listed building? YES NO

1.4 Is the property in the Ramsgate Townscape Heritage Initiative Area? YES NO

1.5 How much is the property worth?

2.0 DETAILS OF APPLICANT:

2.1 Name of applicant (ie: person, persons or body with legal responsibility for repairs):

2.2 Address (including Postcode):

2.3 Daytime Telephone No. (if available):
Evening Telephone No. (if available):
Mobile No. (if available):

Fax No. (if available):

E-Mail Address (if available):

2.4 State type of applicant(eg: Local Authority Householder, Company, Charity, Sole Trader, Partnership, Developer, etc.):

2.5 State your legal interest in the property (ie: Freehold, Leasehold, Tenancy, etc.):

2.6 State the extent of your ownership (eg: ground floor, whole property, etc.):

2.7 State the remaining period of your lease/tenancy agreement (if applicable):

2.8 Give date of acquiring interest in property (if inherited, please state how long the property has been in the family):

2.9 Is the applicant or their immediate family related to or associated with an employee or member of Thanet District Council or the Heritage Lottery Fund?

If **YES**, give details:

2.10 Is the property insured?

3.0 DETAILS OF AGENT:

3.1 Name of Agent (if any) who will act as the Point of liaison with the THI Project Officer (this agent must speak to the Project Officer before submitting this application):

3.2 Profession:

3.3 Address:

3.4 Daytime Telephone No:

Mobile No. (if available):

Fax Number:

E-Mail Address:

4.0 PROPOSED PROJECT:

4.1 Give brief description of extent and nature of the proposed works:

4.2 Give the estimated start date: **Year** **Month**

4.3 Give the anticipated completion date: **Year** **Month**

5.0 PRESENT USE OF BUILDING:

5.1 Give the present use of the property:

5.2 If a Residential building, give the total number of habitable rooms:
(Bedrooms & Living Rooms, **not** Kitchens or Bathrooms)

5.3 If a Commercial building, give the total floor space area in sq metres:
If a mixed use building, answer both 5.2 and 5.3

Have you (the applicant) read and understood the information relating to the effect of the project works on tenants and lessees? (see Operation of Scheme & Conditions, Section 5.9: Tenants and Lessees): **YES** **NO**

5.4 If a Business, give the present number of people working at the Premises, including the owner:

5.5 Will the Project Works enable a vacant building, or parts of it, To be brought back into use? **YES** **NO**

6.0 FUTURE USE OF BUILDING:

6.1 Give the proposed use after Project Works are completed:

6.2 If a Residential building, will additional **habitable** rooms be Created as a result of the Project Works? YES NO

If **YES**, give the number:

6.3 If a Commercial building, will additional floorspace be created As a result of the Project Works? YES NO

If **YES**, give the total area in sq metres:
(If a mixed use building, answer both 6.2 and 6.3)

6.4 If a Business, will additional employees be taken on following Completion of the Project Works? YES NO

If **YES**, give the number involved: **Number of new temporary jobs**

Number of new permanent jobs

7.0 PROJECT COSTS:

7.1 Is the grant application for: the whole project: part of project:

7.2 Give tendered cost for Grant Eligible Works (excl. Fees and VAT):

Fees:

VAT:

Total Cost of Grant Eligible Works:

Is **VAT** either recoverable or zero-rated on any part of the project? YES NO

If **YES**, please give details:

Professional Fees: Do you wish to include for professional fees? YES NO

If **YES**, give the percentage those fees will be charged at: %

7.3 Please give name, address and qualification of Professional Advisor:

7.4 Give the name of their Professional Institute and their registration number:

7.5 Applicants who intend to include non-eligible works to be carried out as part of the project must ensure that these works are scheduled and priced individually and separately from the grant eligible works, in order to enable the THI Project Officer to prepare a Grant Assessment for presentation to the THI Officers' Group for their approval.

Give a brief description of the extent and nature Of the non-eligible works proposed to be carried Out as part of the project:

Give tendered cost of non-eligible works (excl. Fees and VAT):

Fees:

VAT:

Total Cost of Non-eligible Works:

8.0 OTHER FUNDING:

8.1 Are you currently applying to any other sources for a grant or loan towards the project that is the subject of this application? YES NO

If **YES**, give details of these other sources, and the amount and type (eg: grant or loan) of funding you are applying for:

Source and type of funding	Amount of funding sought	Time limits likely to be attached to funding if awarded

8.2 Have any other grants or loans from other sources been awarded for the works outlined in section 4.1? YES NO

If **YES**, please state the amount of grant or loan and any time limits attached to the grant or loan:

Source and type of secured funding	Amount of funding awarded	Time limits attached to secured funding

8.3 Have you received State Aid in the past three years? **YES** **NO**

9.0 PUBLIC BENEFITS OF PROJECT

9.1 Your project will probably provide some employment benefits whilst work is being undertaken. Will your project provide Any other social and/or economic regeneration benefits in Addition to these employment benefits? **YES** **NO**

This question is aimed at identifying benefits such as significant employment opportunities after project completion, viable new use(s) for redundant properties, regular and/or wider use of the building for community activities, etc.

If **YES**, give brief details:

10.0 SIGNATURE

The completed form must be signed here in ink by the applicant named in Section 2.1. If the applicant is two or more individuals (eg: 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 that body.

I confirm that the information on this application form and the supporting information enclosed is true, complete and accurate, and that information has not been withheld.

I confirm that the project for which the THI grant is sought is within the objectives of my business/company's /authority's/charity's constitution (delete where appropriate).

I / We confirm that I / We as applicant(s) have the power to accept the grant subject to Conditions, and I / We have the power to repay the grant in the event of the grant Conditions **not being met**.

I agree to the Council making a search against my name with a credit reference agency. I understand that the agency will keep a record of that search and will share that information with other businesses.

SIGNATURE (S):

NAME:

DATE:

POST HELD:
Applicant other than individuals)

11.0 Please confirm that the following have been submitted with the Application Form:
(Please see additional information provided in Operation of Scheme and Conditions, Section 5.2)

(**Tick as appropriate**)

Drawings and Specification (see Section 4.2(a)
of Operation of Scheme and Conditions):

Photographs (see Section 4.2(b)
of Operation of Scheme and Conditions):

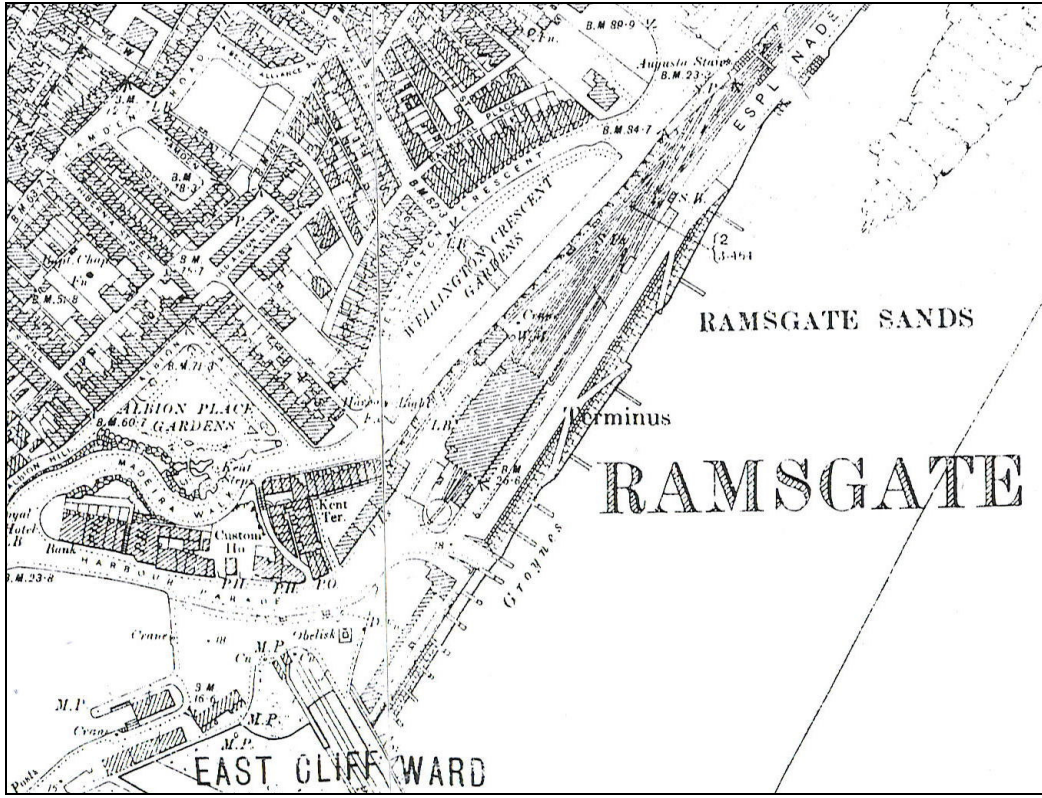
Schedule of Works (see Section 4.2(c)
of Operation of Scheme and Conditions):

Quotations / Tenders (see Section 4.2(d)
of Operation of Scheme and Conditions):

**Development Appraisal (only for
Development Projects)** (see Section 4.2(e)
of Operation of Scheme and Conditions):

Estimated Start and Completion Dates
(see 4.2(f) of Operation of Scheme and Conditions):

THE RAMSGATE SEAFRONT



One section of the eligible area (Ordnance Survey map, 1898)

TOWNSCAPE HERITAGE INITIATIVE

GRANT APPLICATION FORM



Supported by
The National Lottery[®]
through the Heritage Lottery Fund

