

**SMALL BUILDINGS GRANT**

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| **Ministry Area**: | **Incumbent**: |
| **Church**: |

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|  1. | **Overview of the works** |

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|  2. | (a)(b)(c)(d)(e)(f)(g)(h) | **Specific Church Information** Is the Church listed? If so, give grading Is the Church in a conservation area?Will any graves, vaults, monuments etc., be affected by the proposed works?Date of the last Quinquennial Inspection of the ChurchHow often is the church used for public worship?Is there a need for:1. Planning permission and/or Building Regulation approval?
2. Listed Building/Conservation Area Consent?
3. Faculty permission?

Average Church income over the last 3 years – please provide evidence.Is there a church maintenance fund?If yes, what is the current balance? |  |

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|  3. | **Insurance**Has it been investigated whether costs could be recovered by insurance? If yes but a claim is not being made, please explain why. |

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|  4. | **Summary of Work** (Please list in of order of priority) |

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|  5. | Estimated cost of works (inc. fees and VAT)Sum already in handSum promised Current shortfall  | £££\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_£\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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|  6. | **Breakdown of Funding**  | **In Hand** | **Promised**  |

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|  7. | **Other Applications** Please give details of other applications for funding, including awarded, applied for and refused. If none, please explain why. |

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|  8. | When will the work be carried out? |

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|  9. | Any other notes or information (a supplementary sheet may be used if necessary) |

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|  10. | **Applicant:**Signed: Incumbent Endorsement:  |

Please submit to the Diocesan Grants Officer along with a copy of the accounts, including the maintenance fund, photos, copies of any professional reports and quotes where available.