**Checklist for Applicants to be submitted with Application Form A**

**Applicant:**

**Name and Address of property for funding:**

|  |  |  |
| --- | --- | --- |
|  | **Applicant to fully complete** | **Department use only** |
| 1. | Funding sought |  | € | € |
| 2. | Funding stream |  |  |  |
| 3. | Name & address of property for funding |  |  |  |
| 4. | Contact number |  |  |  |
| 5. | Estimated total project cost |  | € | € |
| 6. | Estimated matching expenditure |  | € | € |
| 7. | BHIS or other Exchequer Funding allocation, if applicable  |  | € | € |
| 8. | Has applicant spoken to a conservation professional in relation to the project |  | Y/N | Y/N |
| 9. | Method Statement included |  | Y/N | Y/N |
| 10. | Photographs of structure included |  | Y/N | Y/N |
| 11. | Statutory requirements adhered to |  | Y/N | Y/N |
| 12. | Project details supplied |  | Y/N | Y/N |
| 13. | Form A completed |  | Y/N | Y/N |
| 14. | All required additional documents included |  | Y/N | Y/N |
|  |
| **For Local Authority Official Use Only** |
| 1 | Date Application Received |  |  |
| 2 | Form A fully completed |  | Y/N |
| I hereby declare that I have examined this BHIS grant application form A received from the applicant and that all is in order for processing. Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Counter Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |