**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. | Name & address of property for funding | |  |  | | |  |
| 3. | Contact number | |  |  | | |  |
| 4. | Estimated total project cost | |  | € | | | € |
| 5. | Estimated matching expenditure | |  | € | | | € |
| 6. | Other Exchequer Funding allocation, if applicable | |  | € | | | € |
| 7. | Has applicant spoken to a conservation professional in relation to the project | |  | Y/N | | | Y/N |
| 8. | Method Statement included | |  | Y/N | | | Y/N |
| 9. | Photographs of structure included | |  | Y/N | | | Y/N |
| 10. | Statutory requirements adhered to | |  | Y/N | | | Y/N |
| 11. | Project details supplied | |  | Y/N | | | Y/N |
| 12. | Form A completed | |  | Y/N | | | Y/N |
| 13. | 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 HSF grant application form received from the applicant and that all is in order for processing.  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Counter Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |