

Appendix III

APPLICATION FORM B

TO BE COMPLETED BY LOCAL AUTHORITY

PLEASE NOTE THE FOLLOWING BEFORE COMPLETING THIS FORM

- **Application Form B** must be completed fully by the local authority- incomplete applications will not be considered
- **Application Form A must be verified as correct by the local authority**
- Please **type** in the relevant information if possible
- If handwritten, please use **BLOCK CAPITALS** or ensure script is legible
- All date entries should be entered in the format **DD/MM/YYYY**
- The works should follow the conservation principles set out in the Department's *Architectural Heritage Protection Guidelines for Planning Authorities (2011)* and *Advice Series* publications (<http://www.chg.gov.ie/heritage/heritage-publications/>)
- Applications will be accepted by emails only. Hard-copy format OR ANY OTHER FORMAT will not be accepted by the Department except by prior agreement.
- A separate email in respect of each project, together with fully completed Forms A and B and any relevant supplementary material, must be submitted in a single email to HSF@chg.gov.ie in either Word or pdf format. The size of the email should not exceed 15MB.
- The email subject description should be entitled 'HSF 2019' and include the project name and the name of the local authority

For further information, please contact **Built Heritage and Architectural Policy** tel. 01 888 2428 or email HSF@chg.gov.ie

FORM B – TO BE COMPLETED BY THE LOCAL AUTHORITY

1a. Local Authority Details

Local Authority Name:	
Contact and address:	
Telephone/Mobile Number:	Email:
No. of applications received:	No. of applications forwarded to the Department:

1b. Appraisal

	Summary
<p>Briefly summarise why the local authority considers that this project qualifies for this scheme having regard to:</p> <ol style="list-style-type: none"> 1. The significance of the structure 2. Efficacy of the grant in achieving the aims of the Historic Structures Fund 3. Quality of the methodology and technical merit of the works proposed 4. Contribution of the proposed works to keeping the structure in use, or bringing it back into use <p>If application is under Stream 2 of the Fund, indicate the public or community benefit of the project.</p>	
<p>Has the local authority made any changes or recommendations in relation to the project scope as submitted by the applicant? (for example, recommending the grant be used for one particular part of the project)?</p>	