

To the Chief Executive LandTrust

This is a Proposal to LandTrust to enter into a Joint Venture for the Maintenance,
Repair or Restoration of a Building which is a Place of Worship or of Architectural or Historic Interest at

Contents

- a. description of the proposer
- b. description of the amenity
- c. description of the proposal
- d. justifying the proposal
- e. contractor information
- f. funding the proposal
- g. the funding package
- h. acknowledging the appraisal stages

Form Number: L/08-01/02-

part a description of the proposer

02

1. Name of the Body

The Proposer must be a properly constituted body and its constitution, memorandum of association or equivalent document must be attached.

2. Name and Address of Secretary (or equivalent)

Telephone:

3. Bank Account

Name of Bank:

Branch:

Account number sort code:

4. Contact Person

The Contact must be either an office-bearer or a commissioned consultant, and a letter from the Secretary, confirming either, must be attached

Name:

Role:

Tel:

Fax:

email:

5. Legal interest in the building (tick as appropriate)

Existing Interest: Proposed Interest:

As owner? As tenant? As occupier?

6. Signatory on behalf of the Proposer

The signatory must be the Proposer's Secretary and all pages of this Form must be initialled by the signatory.

Name (in print):

Office held (in print):

Signature:

Date:

Initialled:

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an environmental body

Thompson Building (CIDS), University of Glasgow, University Avenue, Glasgow G12 8QQ
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part b description of the building

03

1. Type

For example church, house theatre. Please attach photographs. If the building is on the List of Buildings of Architectural or Historic interest, state the category.

2. Address

Please attach a plan showing location and boundaries.

3. Existing Owner

A name will suffice.

4. Period of Public Use

The Public includes not only the general public but also clubs whose membership is open to the general public.

Hours per week?

or Days per year?

What charges are levied?

Actual opening times:

5. Period of Private Use

This refers to clubs with membership restricted by, e.g. religion, sex, career, profession (but not to children's clubs or restricted by gender, such as Guides and Scouts, which are considered public.

Hours per week?

or Days per year?

What charges are levied?

6. Adjacent Land

Please list the owners of land adjacent to the Amenity. Adjacent land includes land on to the Amenity the other side of any road bounding the Amenity.

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part c description of the proposal

04

1. Proposed Works

Works which have already been commenced cannot be funded. Nor can there be funded moveable items, such as stacking chairs.

2. Category of Works (tick as appropriate)

Are they for:

Maintenance, Repair, or Restoration of the building?

Do the works involve the purchase of capital items of enduring value?

This refers to items which do not depreciate in value. Electrical equipment and machinery depreciates.

Works of art do usually not.

Yes No

If yes what?

3. Duration of the Works Please tick as appropriate.

The duration period would begin when LandTrust issues a Formal Offer of Funding to the Proposer.

Less than one year? One to two years? More?

4. Planning Context

Has planning Consent been granted for the Proposal?

Yes No

Is it intended to apply for Planning Consent?

Yes No

Is the proposal required by a condition of any Planning Consent granted to a Landfill Site Operator?

Yes No

Is the proposal required by any Planning Agreement?

Yes No

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part d justifying the proposal

05

1. How will the Proposal protect Note the word 'protect'the social or historic or natural or built environment?

It implies the existence of a threat, which should be defined, e.g. loss of a facility, or increasing urban decay in the area.

2. How will the Proposer benefit from the proposal?

3. Will any other individual or organisation benefit?

This does not refer to the general public but does refer to any private users of the amenity.

4. Who is your Specialist Adviser?

It is necessary that there be attached a letter from your adviser that the works will not interfere with, or damage, the architectural character of the building.

Name:

Address:

Initialed:

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part e contractor information

06

1. Contract Preparation and Supervision:

Has the Proposer employed, or will the Proposer employ, an appropriate professional adviser, with appropriate professional indemnity, to prepare the design and specification of the Proposal and to advise on the selection of a contractor?

Yes No

2. If a Contractor has been selected:

(a) Was this the result of competitive tender? Yes No

If no, please state why not:

(b) the name of the contractor:

(c) Are you aware of any possible connection between the Contractor(s) and Subcontractor(s) and either your Landfill Tax Contributors or members of the Proposer's board or committee management?

Yes No

If yes, please state the connection:

3. If a Contractor has not been selected:

Is it intended to invite at least three competitive tenders? Yes No

If no, please state why not:

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part f funding the proposal

07

1. Total Estimated Cost (excluding VAT):

This must include any consultants' fees, land costs, etc., whether or not they are to be met by LandTrust.

£ _____

2. VAT Recovery

Is the Proposer registered for VAT?

Yes No

If yes, will the VAT on the works be reclaimable?

Yes No

If yes, what is the proposer's VAT Number?

If no, what will be the Total Estimated Cost, including unreclaimable VAT?

3. The Landfill Tax Credit Scheme

The Contribution necessary is calculated by adding 10% to the funding sought from LandTrust.

Has the Proposer identified a Landfill Site Operator prepared to make a Contribution to LandTrust in support of the Proposal?

Yes No

If yes whom?

Is this support dependent upon another party reimbursing the Operator for that part of the Contribution which cannot be set against the Tax Credits?

Yes No

If yes, who is that party?

The reimbursement cannot be made by the Proposer or by a party associated with the Proposer. The procedure for reimbursement will be determined by LandTrust.

4. Maintaining the Proposal

The Proposer must attach last available Accounts, amplified to show the Amenity's past financing.

Initialled: _____

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part g the funding package

08

Please list all parties, including the Proposer, contributing to the Total Estimated Cost. Enter the amount sought from LandTrust, but not the actual Contributions by Landfill Site Operators. The sums entered should not include reclaimable VAT.

Funders who have already agreed in principle	Sum agreed
The Proposer	

Funders who have not yet agreed	Sum agreed
LandTrust	

TOTAL:

Initialled: _____

part h acknowledge the appraisal stages

09

1. The Proposer acknowledges that any implementation of the Proposal will be a joint venture between the Proposer, LandTrust and the Contributing Landfill Site Operator, using the Landfill Tax Credit Scheme, and that the Proposer will not describe the Proposal in any other terms.
2. The Proposer acknowledges that appraisal of the Proposal will involve the following basic stages.
 - (a) LandTrust will assess the Proposal in terms of the desirability of its implementation its eligibility in terms of the Landfill Tax Credit Scheme, and the contents of the Proposal Form.
 - (b) LandTrust will then if it is forthcoming confirm the support of the identified Landfill Site Operator.
 - (c) LandTrust will then apply to the Scheme's Regulatory Body, Entrust, for registration of the Proposal.
 - (d) Following success of that application, LandTrust will issue a Formal Offer of Funding, for consideration by the Proposer.
3. The Proposer acknowledges that LandTrust must follow both statutory regulations and Entrust guidelines, and consequently all communication between LandTrust and the Proposer (and vice versa) must be in writing. The Proposer also acknowledges that the appraisal may take many months.
4. The Proposer acknowledges that LandTrust is a not-for-profit body which requires to keep administrative costs to a minimum, and consequently LandTrust cannot respond to telephone or written queries about the progress of the Proposal through the appraisal stages.

Initialled:

Thank you for completing this Form. LandTrust looks forward to developing a successful joint venture with you.

Have you attached

- the Constitution
 - Photographs
 - The Specialist's advice
 - the Plan
 - a Tender Report
 - your Accounts?
-

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