

THE ALLEN FOUNDATION  
COMMUNITY BUILDINGS GRANT SCHEME

Application Form 2016 – 2017



APPLICATION 2 ST JOHNS

PLEASE READ OUR APPLICATION GUIDELINES BEFORE COMPLETING THIS FORM

**Please fill in the form and return to:**

The Allen Foundation  
The Grants Secretary  
64 Chesterfield Road, Hampshire, SO24 3AZ

1. APPLICANT DETAILS	
Name of Applicant's Organisation	St John's Church, Liverpool
Full Address	
Postcode	LV15 7GA
X2 Contact Names	Jim Brown Tamara Lewis
X2 Daytime Telephone Numbers	01738 683019 0777847562
Email Address	St-johns-church@gmail.com
District / Borough Authority	Liverpool
Is the Organisation a Registered Charity?	NA
Charity Registration Number	NA
When was your Organisation formed?	1701
If you are an unincorporated association and not registered at the Charity Commission please send us your governing document (constitution or set of rules or trust deed)	We are a church so this doesn't apply to us.
Are you VAT registered? (If yes, please state VAT number)	Not sure
Have you ever been awarded a Allen Foundation Grant before? Is so when?	No

<b>2. PROJECT DESCRIPTION</b>	
What is the Project?	Kitchen refurbishment to bring the facilities up to date with current health and safety standards.
Do you have a Business Plan for the project?	NA
Please provide a project budget	See attached.
State your Objectives for the project	1: Bring the facilities up to date with current health and safety standards. 2. Improve facilities so more people will come to church and existing events.

Does the project provide any of the following?	
<b>Energy Efficiency Measures</b> I.e. Insulation, windows and doors, boilers, water heating, energy saving devices?	NA
<b>Access and Facilities for Disabled People</b> I.e. accessible toilets, access to building	Will be widening the doors leading to the kitchen.
<b>Information Technology</b> Wifi, Broadband, access to Computers	Not sure this is relevant?

<b>Have the necessary permissions</b> I.e. Planning etc. has been obtained	Still waiting to hear about our faculty application.
<b>Please give details and</b> attach copies.	See attached.
Planned start date: Planned end date:	ASAP September 2020
Please give details of any professional advisors for the project e.g. architect, surveyor	Mr Charles Benson

### 3. PROJECT PURPOSE

Why is the project <b>necessary</b> ? Please describe the locality, and the facilities in the area.	Existing server is out of date and too small. It needs upgrading to meet current health and safety standards.	
Please list current uses of premises and frequency.	See attached.	
Which specific groups or sections of the community will benefit?	All groups in the community will benefit.	
Details of how the need has been assessed.	The church has been a focal point in the community since 1701. What would the village do without the church?	
Please state the number of people who will benefit as categorised below:	Total People	50
	Young People (under 19 yrs)	NA
	Older People (over 70 yrs)	45
	Disabled / Vulnerable People	5
	Local Residents	100

<b>4. PROJECT COSTS</b>	
Construction / Adaption Costs	
Fees: Legal	NA
Fees: Planning	£5,000
Fees: Design	FREE
Fees: Surveyor	£2,000
Project Manager	NA
Feasibility Study	NA
Architect Fees	15,000
Other (please describe e.g. car park, contingencies)	20,000 materials 18,000 fittings 35,000 contractor fees
VAT	£0
Total Project Costs (including contingencies)	£95,000
How were these figures arrived at? Please submit copies of at least two estimates for each item.	See estimates from International kitchens and equipment and labour to fit it.

<b>5. PROJECT FUNDING</b>			
Other Grants: Trusts / Foundations	£	Applied	Confirmed
Lottery Funding	We don't believe in gambling!		
Other Funding (please specify)	£3,000		
Total OTHER Grant Funding	£ 3,000		

Grant sought from The Allen Foundation	£ 60,000
Funding from Lottery Sources	£ 0.00
Funding from other Sources	£ 3,000

TOTAL Project Funding	£ 63,000
<b>6. PROJECT MANAGEMENT AND MONITORING</b>	
Summary Project Finance	£98,000
Annual Running Cost of Organisation	£40,000
Total Cost of Project	£98,000
How will this project be managed and run?	By the PCC.
How will you monitor progress?	PCC members will monitor and measure.
How will you measure success?	We will have a kitchen that meets modern health and safety requirements.
Explain how your organisation is managed.	Unpaid volunteers – aka the PCC
Do you offer Health and Safety training?	NA
Is any of the work to be carried out by volunteers?	Yes – who else is going to do it???

<b>7. SUSTAINABILITY</b>	
Explain how the project will be sustained in the longer term.	By suppliers guarantee.
Over what period will the community benefit from the completion of the project?	Forever .

<b>8. BANK DETAILS</b>	
Name of Account	Barclays
Name of Address Of Bank	Mr Jim Brown, Liverpool Barclays
Account Number	1837483
Sort Code	11-28-65
Signature of Applicant	Jim Brown
Position within Organisation	Treasurer

<b>8. DECLARATION BY THE APPLICANT</b>	
I declare to the best of my knowledge and belief the information given on this application form and any support is correct.	<i>Jim Brown</i>
I understand that the acceptance of this application does not in any way signify that the project is eligible for grant aid.	<i>Jim Brown</i>
I apply for a grant from The Allen Foundation of £ 60,000 only.	<i>Jim Brown</i>
Date (dd/mm/yyyy)	<i>10.10.15</i>

Please return this form:	To: The Allen Foundation, The Grants Secretary, 64 Chesterfield Road, Hampshire, SO24 3AZ
How did you hear about us?	
The Allen Foundation website	
District / Borough Council	
Local Press Media	
Other (please specify)	The Diocese