



The Kennel Club Charitable Trust

## Capital Project Proposal

Please give a brief description of the project

Please attach three quotes to this proposal

Have you sought itemised quotes so that the cost of the individual items can be compared?

On the basis of your investigations, have you asked contractors to requote for certain items?

Is the supplier known to you?

If yes, please provide details of work undertaken

If no, do you have written references? If so, please attach

Does your supplier have experience with this type of work?

Can your preferred supplier work to your timescales?

Is there a pre-arranged payment schedule in place?

Please list any professional organisations they are affiliated with

Are they planning on subcontracting out any of the works/project?

Have you clarified the tax and/or VAT position of this project with a professional?

Have you checked the legal position of the proposed works? (ie Is planning permission required? Do you legally own the land?)

Have you discussed this project with other rescue organisations that may have undertaken similar projects?

Have you sought any other advice from professionals?

The Association of Dogs and Cats Home is happy to provide an endorsement of applicants which meet its minimum standards. Is your organisation a member of the ADCH? If yes, please include your endorsement with your application

Have you secured funding from a third party? If so, please provide details

How do you intend to secure the balance?

**Privacy notice:**

We will use and securely store the information you have provided on this form for the purposes of processing your grant request. For further information about how we protect and use your data please see our privacy policy at <https://www.kennelclubcharitabletrust.org/governance>

**Please return this completed form to:**

The Kennel Club Charitable Trust, 10 Clarges Street, London W1J 8AB or email to [kcct@thekennelclub.org.uk](mailto:kcct@thekennelclub.org.uk)