

**VOLUNTARY AIDED BUILDING PROJECT APPROVAL
DWP FM002 VABPA (ver. 1.2)**

FORM A

In all cases the School should discuss the completion of this form with the DBE staff before submitting it to the Board for consideration. It should be submitted to the DBE whenever a Governing Body wishes to carry out work over the value of £2,000 using and ensures that the Governing Body complies with the Diocesan Board of Education Measure.

Project Title: _____

We, the Governors ofC.of E. (VA).....School, wish to undertake

1.
 - (a) capital works to improve the buildings*/major maintenance to the buildings*
 - (b) capital purchases of furniture and fittings*
 - (c) capital purchases of ICT equipment

The planned work will comprise:

estimated cost

- | | |
|---|-------|
| a. Buildings - | _____ |
| b. Furniture and fittings - | _____ |
| c. ICT - | _____ |
| d. Professional fees -
(including Building Regs/Planning Approval) | _____ |

Total estimated cost including fees and VAT £ _____

2. This capital project is included in our School Development Plan and Asset Management Plan (please include relevant extracts) and we hereby apply to the Diocesan Board of Education for approval for this work to be undertaken. We propose to use the following professional advisers and have checked that they are acceptable to the DBE:

3. It is anticipated that the work will be undertaken between the following dates:

_____ and _____

4. We have consulted with the LA regarding our proposal to carry out this work _____

Their liabilities included in the above total relating to playing fields or buildings thereon will be NIL * / £... ..* which will be met from LA central funding.

The following funding streams in the amounts indicated (100% value) contribute to the total project costs:

A LEA special initiatives/grants £ _____

B DFC £ _____

SUB-TOTAL £ _____

5. We will be applying for grant from the ESFA for the remaining costs, using the following funding streams in the amounts indicated (100% value):

C LCVAP £ _____

D Named capital £ _____

E Excepted buildings/
Exceptional circumstances £ _____

F Emergency capital £ _____

G Special initiatives £ _____

SUB-TOTAL £ _____

6. The Governors 10% share of C to G above will be paid from the following funds:

Governors' charitable account/diocesan held account (delete as appropriate)

N.B. Governors' 10% liability cannot be paid from DFC

Certification FORM B

The Governing Body is reminded of its responsibility to ensure that any building work complies with statutory requirements.

I/We* Certify that:

- The information on this form is correct;
- The drawings and specifications comply with the current Education (School Premises) Regulations, the DfES recommended constructional standards and the project has planning permission, Listed Building consent and have Building Regulations approval where required;
- The work complies with the Workplace (Health, Safety and Welfare) Regulations 1992;
- The relevant requirements of the Construction (Design and Management) Regulations 1994 have been met.

We confirm that Governors will meet all bills in full from their own resources. Where the Devolved Formula Capital is held by the Diocese, the governing body's 10% contribution needs to be deposited with the Diocese and then 90%, plus the 10% governing body contribution, will be released after receipt of an appropriate claim form and invoices indicating that the work has been carried out.

Signatures: _____ Chairman Date: _____

_____ Clerk to Governors Date: _____

DDE/Buildings Officer: _____ Date approved by the Diocese: _____

Date School informed _____ by _____

Please retain the returned form, once signed by the Diocese, for your records.

**GOVERNORS REQUEST FOR THE RELEASE OF DEVOLVED FORMULA
CAPITAL
FORM C**

We enclose invoices for the following DBE approved capital project and request release of 90% Devolved Formula Capital funding.

School: _____

Project: _____

Invoice	Amount (100%)
1.....	£.....
2.....	£.....
3.....	£.....
4.....	£.....
TOTAL	£ _____

We confirm that Governors will meet the outstanding 10% from their own resources.

Signatures: _____ Chairman of Governors Date: _____

_____ Headteacher Date: _____

Bank Details:

Name of Account: _____

Bank name: _____

Address of Bank: _____

Sort code: - -

Bank A/C number: _____