



Building Safety Fund: Application process

A step-by-step guide to the Building Safety Fund application process for the remediation of unsafe non-ACM cladding systems.

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Related content

[Guidance on Building Safety Fund for the remediation of non-ACM buildings](#)

[Non-ACM cladding Prospectus – outlining eligibility for the fund](#)

[Subsidy Control Guidance and Declaration](#)

1. Registering with the fund

Building owners or managing agents could register with the Building Safety Fund from 1 June to 31 July 2020. Applicants were asked to self-certify the eligibility of the building's cladding system.

Applicants should tell leaseholders that they have registered with the fund.

Once registered, an applicant needs to send evidence to support their claim. This allows the Ministry of Housing, Communities and Local Government (MHCLG) to confirm the building's eligibility.

MHCLG may need to request additional information if not enough supporting evidence is provided. This can slow down the process.

Without the required information, an application will not progress beyond this stage.

Only eligible building work will receive funding. Even if it's undertaken at the same time, non-eligible work must be funded separately.



2. Decision on eligibility

The evidence supplied by an applicant is used to determine if a building is eligible for funding. Once all the required information is received, a decision takes at least 4 weeks.

When a building is eligible, the building owner is notified. They are given a delivery partner to support them with their funding application.

When a building is not eligible, building owners will have the option to appeal a decision. A decision on the appeal is made after a full review of the case. The appeal form can be found [here](#).

Building owners should update leaseholders on the decision that has been made on the eligibility of their building, and on any decisions to appeal.

3. First stage of the funding application

The first stage of the funding application includes confirming the applicant's identity and their responsibility for the building. This ensures that any funding is given to the correct individual.

In some complex cases, it can take time to determine who is responsible for the building and to make sure the correct legal information is in place.

At this stage, if a building owner does not have the financial resources to start a project, they can apply for advance funding. This is known as pre-tender support.

The review and approval of a stage one application takes at least 4 weeks.

Building owners should inform leaseholder about the result of the first stage of the funding application.

4. Second stage of the funding application

At this stage, the building owner supplies a detailed project plan and costs.

Once this is submitted, MHCLG works with an applicant to make sure the application is compliant with the fund requirements.

An applicant will need to provide MHCLG with a list of all leaseholders they believe to be economic actors within their building, and their proportion of the total service charge liability in the form of an Economic Actor Schedule. An economic actor would include those who lease commercial premises, such as shops and cafes and anyone renting out their property within the block. Declarations will be required from any residential leaseholders who have



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previously received funding and are economic actors and any commercial leaseholders.

MHCLG will consider the requested costs review any information submitted regarding the subsidy control rules.

The application is then sent to a funding board for approval.

A stage two application for full works and costs will take at least 4 weeks to complete.

Building owners should inform leaseholders about the result of the second stage of the funding application.

5. Funding agreement

If the building is approved for funding, the applicant will be notified in writing.

The building owner will be asked to sign a grant funding agreement.

The grant funding agreement will require the building owner to confirm that the information submitted about the building is correct.

Once the agreement is signed and some conditions are met (including a start on site date and a signed works contract), a payment can be made. This is typically 80% of the total grant funding, including any pre-tender support already paid.

Applicants should tell leaseholders if their building has been approved for funding.

6. Start of remediation works

At this stage, work begins to make the building safe, such as removing and replacing cladding. Applicants should tell leaseholders the start date for remediation works.

The building owner must supply project management information to MHCLG at least every month. This information is used to monitor progress and costs.

7. Completion of remediation works

When the remediation works are completed, the building owner needs to supply evidence to MHCLG that a building control professional has certified the building is compliant with the building regulations.

This evidence is checked before approval is given for the final payment.



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Building owners should notify leaseholders when the remediation of their building is complete.