This template document is for your Investment Proposal, which is to be submitted along with your online submission form. It should be attached to the form before submission. A Summary Developed Appraisal should also be added to the end of this document.

Your investment proposal should be no more than 15 pages of A4

If you require any assistance or have any queries, please email us at

[Builders.FinanceFund@HCA.gsi.gov.uk](mailto:Builders.FinanceFund@HCA.gsi.gov.uk)

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| **Builders Finance Fund.**  SUBJECT TO CONTRACT  **Expression of Interest**  **Investment Proposal Template**  Applicant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Site Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  September 2013 |

**Introduction**

Please provide a brief introduction giving the key reasons why you believe this application should be considered for investment (**not more than 1 side of A4**).

**Executive Summary**

Please provide a bullet point summary of the key points of the application (**not more than 1 side A4**).

**1.1 THE APPLICANT(S):**

**1.1.1 Company structure (e.g. plc, private limited company etc.)**

**1.1.2 Main activities (e.g. investment, development)**

**1.2 Partner Details (if appropriate)**

**1.2.1 Company structure (e.g. plc, private limited company etc.)**

**1.2.2 Main activities (e.g. Investment, Development)**

**1.3 Roles and Responsibilities**

Please describe the relationship between the partners and their respective roles in delivering the project.

**1.4 Track Record**

Please provide details of the applicant’s track record, including a short summary of completed development projects comparable to the one that is subject to the Expression of Interest.

**1.5 Proposed Development Team**

Please list the key members of your team.

**2.0 DEVELOPMENT PROPOSITION**

* 1. **Project Description**

Brief details of the scheme proposals, including details of the Housing Scheme to be delivered.

**2.2 Ownership**

If you do not own the site, please provide details of who controls the site, and conditions to be met to secure ownership (e.g. Development Agreement, Agreement for Lease).

**2.3 Planning**

Planning status of the Housing Scheme, together with details of any outstanding matters and the anticipated timescale for resolution. Please include details of the local planning authority (LPA), including contact details of the officers involved and Application reference number (if applicable)

**2.4 Timing**

Anticipated start on site (month/year) together with anticipated date of completion (month/year) of the Housing Scheme assuming the application for funding is successful.

Details of the anticipated project timetable if Builders Finance Fund investment is not available.

**3.0 FINANCIAL PROPOSITION**

**3.1 Key Financial Indicators**

A full development appraisal is not required at this stage, but please provide a summary of the headline revenues and costs for the Housing Scheme.

Revenues and costs should be split below into the main revenue (e.g. private housing, affordable housing, commercial) and cost (e.g. land, development, professional fees) categories. Revenues and costs should also be split between revenues received/costs incurred to date and future revenues and costs.

i. Total Development Costs (including land, development, professional fees)

ii. Gross Development Value

**3.2 Project Funding**

Please summarise how the Housing Scheme is to be funded, including Builders Finance Fund investment and any other sources of funding or finance (e.g. applicant resources, bank debt, other public sector funding).

1. Details of the anticipated timing of drawdown of Builders Finance Fund finance and other sources of funding or finance for the Development.
2. Details of the status of applications for any other sources of funding or finance required to deliver the Housing Scheme, including whether the Builders Finance Fund investment is required as a pre-condition to securing other funding or finance.
3. Details of the anticipated cost of borrowing to finance the Housing Scheme

**3.3 Security**

Please provide details of the proposed security for any Builders Finance Fund investment.

Please provide confirmation of existing security requirements of existing or prospective funders of the Housing Scheme.

**4.0 REPAYMENT**

**4.1 Repayment**

Provide details of the proposed repayment of the Builders Finance Fund investment, including:

1. whether repayment is to be at fixed dates or dependent on trigger events occurring (e.g. sale of land or sale of dwellings);
2. the anticipated order of priority for repayment of sources of finance for the Housing Scheme.
3. forecast timing of repayment of any Builders Finance Fund investment; and
4. the proposed longstop final repayment date for any Builders Finance Fund investment.

**5.0 SALES AND MARKETING**

**5.1 Marketing Strategy**

Please provide a summary of the proposed Sales & Marketing Strategy for the Housing Scheme, including proposed sales rates, approach to pre-sales (if applicable) or use of Agents. Residential homes in receipt of BFF finance must be marketed in the UK.

**5.2 Market Demand**

Details of the local housing market in the location of the project and how the development fits with local demand.