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| ECO4 Flex,  Route 4 Application: |
| Application form for Local Authorities, Energy Suppliers, the Scottish and Welsh Governments wishing to submit a proposal to use new targeting methods, which help to identify fuel poor households that could benefit from energy efficiency improvements under ECO4. |

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Any enquiries regarding this publication should be sent to us at: [beisecoteam@beis.gov.uk](mailto:beisecoteam@beis.gov.uk)

| **Name of local authority, energy supplier or Devolved Administration making the application:** |
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| **Date:** |
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| **Please provide contact details for the person BEIS can discuss this application with:** |
| **Name**  **Job title**  **Contact number**  **Email address** |

**Applications will only be considered if all questions are completed and sufficient evidence is provided, which clearly demonstrates how the proposed methodology identifies that under 50% of households are in the Help to Heat Group (HTHG) and a minimum of 75% of owner occupier and 90% of privately rented households identified are fuel poor, known as the Route 4 requirement. Please note:**

* Questions should be read in conjunction with the ECO4 Flex Route 4 Guidance [ECO4 Flex Route 4 Guidance](file:///C:\Users\frickerJ\OneDrive%20-%20Department%20for%20Business%20Energy%20and%20Industrial%20Strategy\Documents\ECO4\ECO4%20Flex%20Route%204%20Guidance.docx).
* All questions should be answered, using the word limit as an indication of the level of detail required.
* Additional evidence and supporting documents will only be considered for those questions where indicated.
* Additional evidence and supporting documents must be submitted at the time of application and either embedded in the application form or provided in a single document. The document must reference the relevant questions and be structure to match the order of questions.

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| **1. Applicant consent** |
| The applicant consents that the information contained within the application, in relation to the targeting of households, may be shared with the scheme administrator, Ofgem.  The person signing this form must have the relevant authority to sign on behalf of the applicant (local authority, energy supplier or government official). |
| **Name:**  **Job Title:**  **Signed:**  **Contact Details:**  **Date:** |
| **2. Application Checklist: Can you confirm that the application meets the following criteria, and will be used for the purposes of ECO4 delivery and is not intended as a marketing tool to benefit schemes which do not relate to BEIS energy efficiency policies?** |
| Answer **YES** or **NO** against each option in the response box.  If the answer is **NO**, to any of the following points below, your application cannot proceed. |
| **Response:**  1. Are all households identified either owner occupied or private rented premises **YES NO**  2. Will all owner occupied homes identified be an EPC band D, E, F or G  **YES NO**  3. Will all private rented homes identified be an EPC band E, F or G  **YES NO**  4. Do you have evidence that the proposed methodology is able to identify that under 50% of households are within the HTHG and where at least 75% of owner occupied and/or 90% of privately rented households are in fuel poverty\*  **YES NO**  5. Are the criteria to support the new methodology beyond the eligibility criteria which is already available under ECO4?  **YES NO**  6. If the application is successful will it be used to assist in identifying fuel poor households under ECO4?  **YES NO**  \*Fuel Poverty definitions can be found section 15(2) the Energy Act **<https://www.legislation.gov.uk/ukpga/2010/27/section/15>** |
| **3. Has a previous application form been submitted to BEIS which is similar to, or the same as, this application?** |
| ☐**YES** ☐**NO**  If yes, please provide information on the following:   * Name of applicant and LA/Supplier who submitted application and status (approved/declined). * How does this differ to the application mentioned above? * The number of homes and areas identified by the previous application.   **Maximum 100 words.** |
| **Response:** |
| **4. What evidence is there to confirm that the methodology proposed identifies at least 75% of owner occupied and/or 90% of privately rented households found are fuel poor?** |
| Evidence must be provided to demonstrate that the methodology used has been fully tested and proven to identify that at least 75% of owner occupied or 90% of privately rented households identified are in fuel poverty.  This can include, but is not limited to, independent test reports or publicly available data.  **Supporting evidence/information required.**  **Maximum 500 words.** |
| **Response:** |
| **5. Is there any other history related to the new methodology in this application, or relevant facts that we should be aware of?** |
| Has the proposed methodology been used to help target fuel poor households under any other approved schemes either through ECO or any other BEIS or non-BEIS schemes targeted at low income or fuel poor households? If so, please provide details and links where relevant.  **Maximum 150 words.** |
| **Response:** |
| **6. How is the methodology different to other qualifying criteria that are already used under ECO4?** |
| Please provide evidence of how the proposed methodology differs to the eligibility criteria already available under ECO4. This could be all of, or a combination of the following:   * The method and technology used, including promotion of the scheme and how households are identified. * The expected cost per household identified through the proposed route. * The expected cost savings or other non financial benefits of the proposed route, compared to routes already eligible under the scheme.   Where possible, provide direct comparisons with current criteria and methods used under ECO4.  Evidence must also be provided to demonstrate that the proposed criteria are more effective at identifying premises in which a person is living in fuel poverty than:  - the Route 1 Household Income Cap, i.e., requirement of gross income less than £31,000 per year,  - any combination of two of the criteria specified under Route 2 Multiple Proxy targeting, or  - the specified requirements which apply when measures are accompanied by a declaration from a participant in debt, discretionary credit or self-disconnection.  **Supporting evidence / information accepted.**  **Maximum 500 words.** |
| **Response:** |
| **7. How is the proposed methodology able to achieve the identification of a minimum of 75% of owner occupied and/or 90% of privately rented households that are fuel poor households living in the qualifying SAP band properties?** |
| Please provide a description of the physical mechanism by which the methodology can be achieved.  A detailed explanation and supporting evidence must be provided. Please ensure the explanation is clear and sufficiently detailed for a non-specialist reader, as this is crucial in understanding how the proposed methodology is reasonably expected to identify owner occupied households living in EPC bands D, E, F or G or PRS households living in EPC bands E, F or G that are fuel poor.  **Supporting evidence / information accepted.**  **Maximum 500 words.** |
| **Response:** |
| **8. What processes are in place to monitor the effectiveness of the methodology used?** |
| An explanation of the performance monitoring / testing methodology is required, so that the panel can consider its suitability. Please provide information on:   * What will be monitored, the frequency and how. * What variables will be considered and how any external bias will be accounted for. * How a suitable baseline will be established, and performance compared.   **Supporting evidence / information accepted.**  **Maximum 1000 words.** |
| **Response:** |
| **9. What 3rd party data checks have been made of any evidence used to support the application?** |
| Please provide details and evidence to demonstrate the credentials, an example may be named government data sources.  **Supporting evidence / information required.**  **Maximum 100 words.** |
| **Response:** |
| **10. How many properties will the proposed methodology be applied to? Is this specific to a project or could it be used elsewhere?** |
| Please include information on the following:   * How the number of properties was determined. * The risk of drop-outs or data fails and how this will be mitigated against to ensure that at least 75% of owner occupied and/or 90% of privately rented households assisted in any project will be fuel poor. * How the sample of households being monitored is representative of the whole project(s).   **Supporting evidence / information accepted.**  **Maximum 250 words.**  As outlined in Q6 of the ECO4 Route 4 Guidance. |
| **Response:** |
| **11. What is the estimated targeting cost per home?** |
| Please provide a comprehensive breakdown of all relevant costs.  Each cost should be supplemented with a short explanation describing what the costs consist of, how these costs have been determined, and why these costs are justified.  **Supporting evidence / information required.**  **Maximum 200 words.**  As outlined in Q11 of the ECO4 Route 4 Guidance. |
| **Response:** |
| **12. What provisions have been considered and are in place to ensure that GDPR requirements are followed?** |
| **Supporting evidence / information accepted.**  **Maximum 100 words.**  As outlined in Q12 of the ECO4 Route 4 Guidance. |
| **Response:** |
| **13. What safeguards are in place to protect the householder and property through the identification process?** |
| Methods of targeting households must not have a detrimental effect on the householder or their property. The following should be included in the response:  Arrangements for dealing with households’ concerns on how their personal data may be used  Information and documentation to be provided by the householder to prove eligibility  Storage and destruction of personal data and length of time data is kept  Any equipment used to assist in whether the property meets the EPC requirements or suitability for the project  Supporting evidence/information accepted.  Maximum 300 words.  As outlined in Q13 of the ECO4 Route 4 Guidance. |
| **Response:** |
| **14. Applicant declaration** |
| **I declare that, to the best of my knowledge and belief, all information contained in this application is true and accurate.** |
| **Name:**  **Job Title:**  **Contact Details:**  **Signed:**  **Date:** |