

Warm Homes: Social Housing Fund Wave 3 Strategic Partnership Application Questions

Introduction

Information on how to submit an application to the Warm Homes: Social Housing Fund (WH:SHF) Wave 3 Strategic Partnership will be available on the WH:SHF Wave 3 gov.uk page during the week commencing 30th October. This document sets out the complete list of declarations, application questions, and annexes that will need to be submitted, along with specific guidance for how to answer each question. The majority of answers will need to be submitted via a single Microsoft Excel template, which will be made available on the WH:SHF Wave 3 gov.uk page. Where possible, Applicants are encouraged to use this PDF version of the application questions to start planning their answers.

Question formats

There are five question formats in this document. All questions are mandatory, unless stated otherwise within the individual question.

1. **Declarations**, which will require marking 'Yes' to confirm agreement with a statement.
2. **Short answer questions**, which require 'Yes/No' or short sentence answers, or other discrete pieces of information like contact details.
3. **Tables**, which are to be populated with numerical data and/or other ordered information.
4. **Explanation or narrative questions**, where longer written responses are used to provide detail, reasoning, an explanation of capability, or additional information.
5. **Annexes**, in the form of additional documents, which are attached to the application to either wholly answer a question or provide additional information and evidence to a response.

Some questions are comprised of a combination of formats, e.g. a table plus an accompanying narrative explanation.

Question types

In addition to the declarations, there are three different types of question, with each determined in relation to how the information will be used/assessed. The question type is indicated for each question.

1. **For information only** – responses to these questions will not be assessed, but will help DESNZ understand necessary information on projects, and therefore support the facilitation of effective delivery. Some of these question responses may also be used to inform a decision to vary the allocation of grant funding in the event the scheme is oversubscribed.

2. **Assessed but not weighted** – and therefore do not count towards an Applicant’s overall score. Applicants will either ‘pass’ or receive a ‘flag’ for this individual question. The passes and flags received will be used to inform a final decision on Applicant suitability.
3. **Assessed and weighted** – which contribute towards the overall application score. Individual weightings, expressed as a percentage, are listed for each of these questions.

See section 4.2.2 of the WH:SHF Wave 3 Scheme Guidance for more information on question types.

Question sections

- **Declarations:** statements Applicants must confirm they understand, accept, and/or will comply with.
- **Applicant details:** information about the Lead Applicant and, for consortium applications, about the consortium and its membership.
- **Strategic fit:** an assessment of how well the application fits with and delivers against the aims and desired outcomes of WH:SHF Wave 3, including the specific strategic priorities of the Strategic Partnership funding route.
- **Delivery forecast:** an assessment of the plan for the project, including proposed costs.
- **Commercial assurance:** an assessment of the feasibility and credibility of commercial agreements and procurement strategy.
- **Delivery assurance:** an assessment of the feasibility and credibility of the project, with particular reference to past delivery experience of the Applicant.
- **Challenge Fund:** an optional set of additional questions for Applicants to complete if they wish to be considered for funding via the Challenge Fund route, should their Strategic Partnership application be unsuccessful.

Key terminology

Throughout this document, “Applicants” refers to all eligible Applicants, including Lead Applicants as defined in this section and including consortium members. “Lead Applicant” refers to the consortium lead or single Applicant if not part of a consortium. “Grant Recipient” is used to describe all Applicants and Lead Applicants who have been successful in their application for WH:SHF Wave 3. “Lead Grant Recipient” refers to all Lead Applicants who have been successful in their application for WH:SHF Wave 3.

Declarations

I have the express authority to fill out this application on behalf of the Lead Applicant, plus all consortium members and any other project partners or suppliers, as applicable.	
The Lead Applicant acknowledges that, if successful, it will be expected to deliver the project as outlined in this application.	
I have read the accompanying WH:SHF Wave 3 Scheme Guidance and other related documents for completing this application (clarification questions report,	

draft GFA, draft privacy notice, and draft data sharing agreement), and agree to comply with the scheme policy therein.	
To the best of my knowledge, this application is compliant with any commercial agreements it uses.	
The directors of the Lead Applicant do not have a financial interest in any suppliers they plan to use.	
To the best of my knowledge, the proposed project is compliant with the UK Public Contract Regulations 2015, to the extent applicable. I confirm that all new procurements commencing on/after the 28th October 2024 will comply with the Procurement Act 2023.	
I confirm the VAT position on this form has been signed off by a relevant financial officer.	
The Lead Applicant will introduce controls designed to ensure that WH:SHF Wave 3 funding will not be blended with other government schemes such as ECO for the funding of the same individual eligible energy efficiency or heating measure.	
The Lead Applicant has consulted their Data Protection Officer and built-in plans to ensure deliverability of data sharing requirements with DESNZ, including the completion of a Data Protection Impact Assessment.	
The Lead Applicant will ensure that residents and delivery partners receive both DESNZ's and project-specific Privacy Notices, outlining how their personal data will be processed within the project and wider programme, in line with the terms of GDPR.	
The Lead Applicant agrees to acknowledge DESNZ's funding in all communications regarding the project, with reference to any branding stipulated by DESNZ, and support collection and dissemination of case studies subject to DESNZ approval.	
The Lead Applicant acknowledges that DESNZ may contact a sub-sample of project leads, delivery partners and project beneficiaries as part of the independent evaluation of the WH:SHF and will incorporate this as part of their project Privacy Notice.	
The Lead Applicant agrees to collate and transfer data, including personal data, as described in the Data Sharing Agreement, necessary to manage benefits and deliver evaluation of the programme.	
The Lead Applicant agrees to the performance management requirements outlined in the WH:SHF Wave 3 Scheme Guidance.	
The Lead Applicant will ensure projects are carried out to strict safety standards and that all work conducted through WH:SHF Wave 3 will be compliant with all specifications and requirements. Specifications and requirements are set out in PAS2035 and appropriate safety and construction standards, including Construction, Design and Management (CDM) regulations and any statutory requirements for Principal Designs to be appointed.	
The Lead Applicant has read and understands the terms and conditions of the supplied [draft] Grant Funding Agreement.	
The Lead Applicant understands that funding not spent in the required timeframe is not guaranteed and Applicants may have to take on any costs themselves in such instances, as set out in the supplied [draft] Grant Funding Agreement.	
The Lead Applicant confirms that no homes retrofitted through SHDF Wave 2.1 or 2.2 will be retrofitted through WH:SHF Wave 3, even with different measures. N.B. homes treated through the SHDF Demonstrator or Wave 1 are permitted to be retrofitted through WH:SHF Wave 3, as long as they meet the WH:SHF Wave 3 eligibility requirements and low carbon heating is being installed.	

<p>The Lead Applicant confirms that this project will fit wholly with the specifications outlined in the accompanying WH:SHF Wave 3 Scheme Guidance, including:</p> <ul style="list-style-type: none"> • All homes treated through this project are social homes with EPCs D-G (although up to 30% of homes included in the project may be non-social homes where required for infill purposes, and up to 10% of homes included in the project may have starting EPC C+ where required for infill purposes or facilitating the rollout of low carbon heating measures). • All homes treated through this project must reach EPC C (except where homes cannot reasonably achieve this level within the cost caps). For more information on the required performance outcomes, please see Section 2.8 of the WH:SHF Wave 3 Scheme Guidance. • Applicants will contribute at least 50% of total eligible costs. This excludes any costs incurred on homes accessing the on-gas grid low-carbon heat incentive (where no co-funding is required, and any co-funding that is provided will not count towards the 50% minimum requirement). For more information on the on-gas grid low-carbon heat incentive, please see Section 2.9.1 of the WH:SHF Wave 3 Scheme Guidance. • The annual average fuel bill per home is not expected to increase as a result of the project. • Trustmark registered (or an equivalent body) businesses will be used in line with the installer eligibility requirements, to ensure appropriate installation of measures to appropriate standards and quality. • Admin and Ancillary (A&A) costs should be as low as possible, with grant funding for A&A comprising at most 15% of total grant funding. The total A&A costs will be at most 15% of the total project costs. • Where homes will be upgraded to EPC A or B, grant funding will only be used to fund a maximum of 50% of the eligible costs to reach EPC band C and all other funding will have to come from your own funding. • Installing only energy efficiency and heating measures compatible with the standard assessment procedure (SAP) that will help improve the energy performance of homes, thus excluding heating systems solely fuelled by fossil fuels. 	
<p>The Lead Applicant understands that DESNZ reserves the right to utilise independently sourced evidence on Applicant past performance, including any members of a consortium, when evaluating this application. This evidence may include but is not limited to: monitoring or/and final reports; performance statement from Project Director; report by Scheme Administrator; and 3rd party Technical Consultants reports.</p>	
<p>The project team will be sufficiently resourced, including for providing regular monthly data and reporting to DESNZ and for managing the mandatory self-conducted evaluation activity (as described in the Delivery Assurance section).</p>	
<p>Please provide an explanation if you have answered “no” to any of the above statements.</p>	

Applicant details

1.1)	<p>Is this a consortium application?</p> <p><i>A consortium is an application containing more than one social landlord.</i></p>
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For information only	
1.2) For information only	Name of Lead Applicant and type of body <i>Name of the lead, e.g. Local Authority, Combined Authority, registered provider of social housing, or registered charity. Please ensure that names are listed here as they appear in the gov.uk list of registered providers¹ or register of charities².</i>
1.3) For information only	Company number of Lead Applicant (if applicable) <i>If the Lead Applicant is a Housing Association, please include your company number and DUNS number:</i>
1.4) For information only	Charity number of Lead Applicant (if applicable) <i>If the Lead Applicant is a Charity, please include your registered charity number.</i>
1.5) For information only	Registration number with the Regulator of Social Housing (if applicable). <i>If the Lead Applicant is registered with the Regulator of Social Housing, please include your registration number.</i>
1.6) For information only	<p>Is your application subject to UK subsidy control requirements? Please provide a brief description to support this answer.</p> <p><i>Recipients in the following scenarios are not subject to subsidy control requirements:</i></p> <ul style="list-style-type: none"> • <i>Local Authorities or Combined Authorities applying as single Applicants for funding to use on their own social housing stock.</i> • <i>Consortium applications where all members are a Local Authority or Combined Authority.</i> <p><i>Recipients in the following scenarios are subject to subsidy control requirements in accordance with the task of provision of affordable, energy efficient social housing under Services of Public Economic Interest (SPEI):</i></p> <ul style="list-style-type: none"> • <i>Private Registered Providers of Social Housing, for example Housing Associations, applying as single Applicants.</i> • <i>Consortium applications where all members are a Private Registered Provider of Social Housing.</i> • <i>Consortium applications where the consortium consists of both Private Registered Providers of Social Housing and Local Authorities or Combined Authorities.</i> <p><i>Recipients in the following scenarios are subject to subsidy control requirements, and will be assessed by DESNZ in accordance with the subsidy Principles set out in Schedule 1 of the Subsidy Control Act (2022):</i></p>

¹ <https://www.gov.uk/government/publications/registered-providers-of-social-housing/list-of-registered-providers-14-april-2022-accessible-version>

² <https://register-of-charities.charitycommission.gov.uk/charity-search>

	<ul style="list-style-type: none"> • <i>Non-Registered Providers of Social Housing or Registered Charities applying as single Applicants.</i> • <i>Consortium applications where at least one member of the consortium is a Non-Registered Provider of Social Housing or a Registered Charity.</i> <p><i>Further information on subsidy control can be found in section 2.16 of the WH:SHF Wave 3 Scheme Guidance. You should undertake independent legal advice if you are unsure of your subsidy control position.</i></p>
<p>1.7) <i>For information only</i></p>	<p>[Individual applications only] In any three-year consecutive fiscal period, will you/have you received state support of under £315,000? If the answer is yes, please state the amount of state support received and the purpose for which it was awarded.</p> <p><i>Applicants receiving support of less than £315,000 across three financial years may be exempt from the subsidy provisions of the SCA. Any subsidy awards made that are over £100,000 will be declared on the subsidy transparency database.</i></p> <p><i>Further information on subsidy control can be found in section 2.16 of the WH:SHF Wave 3 Scheme Guidance.</i></p>
<p>1.8) <i>For information only</i></p>	<p>[Individual applications from Private Registered Providers of Social Housing only] In any three-year consecutive fiscal period, will you/have you received state support of under £725,000? If the answer is yes, please state the amount of state support received and the purpose for which it was awarded.</p> <p><i>If the amount of grant funding received for Wave 3 of the WH:SHF, in addition to the total amount of state support already received across three financial years for the provision of affordable, energy efficiency social housing totals less than £725,000, you will be exempt from subsidy control. Any subsidy awards made that are over £100,000 will be declared on the subsidy transparency database.</i></p> <p><i>Further information on subsidy control can be found in section 2.16 of the WH:SHF Wave 3 Scheme Guidance.</i></p>
<p>1.9) <i>For information only</i></p>	<p>[Consortium applications only] Name(s), organisational type, and contact details of all consortium partners in application:</p> <p><i>Consortium partners can be Local Authorities, Combined Authorities, Registered Providers of social housing, Arms-Length Management Organisations or Registered Charities.</i></p> <p><i>Please specify whether each organisation is a Local Authority, Combined Authority, Housing Association or other type of organisation and whether each organisation is a registered provider.</i></p> <p><i>You should also provide an email address for each consortium partner.</i></p> <p><i>The consortium member numbering used for this question should be used for all subsequent questions which require an answer in a table broken down by consortium member.</i></p>

	<p>(Further information can be found in the WH:SHF Wave 3 Scheme Guidance, section 2.2)</p> <table border="1"> <thead> <tr> <th>Consortium member</th> <th>Organisation name</th> <th>Organisation type</th> <th>Registered provider of social housing? (Y/N)</th> <th>Email address</th> </tr> </thead> <tbody> <tr> <td>Consortium lead/member 1</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Consortium member 2</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>(etc.)</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Consortium member	Organisation name	Organisation type	Registered provider of social housing? (Y/N)	Email address	Consortium lead/member 1					Consortium member 2					(etc.)				
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1.10) <i>For information only</i>	<p>[Consortium applications only] In any three-year consecutive fiscal period, have/will the members of the consortium together receive/have received state support of under £315,000? If the answer is yes, please state the amount of state support received and the purpose for which it was awarded, broken down into each consortium member, including the consortium lead.</p> <p><i>Applicants receiving total support of less than £315,000 across three financial years may be exempt from the subsidy provisions of the SCA. Any subsidy awards made that are over £100,000 will be declared on the subsidy transparency database.</i></p> <p><i>Further information on subsidy control can be found in section 2.16 of the WH:SHF Wave 3 Scheme Guidance.</i></p>																				
1.11) <i>For information only</i>	<p>[Consortium applications containing solely Private Registered Providers of Social Housing, or containing only Private Registered Providers of Social Housing and Local or Combined Authorities only] In any three-year consecutive fiscal period, will you/have you received state support of under £725,000? If the answer is yes, please state the amount of state support received and the purpose for which it was awarded.</p> <p><i>If the amount of grant funding received for Wave 3 of the WH:SHF, in addition to the total amount of state support already received across three financial years for the provision of affordable, energy efficiency social housing totals less than £725,000, you will be exempt from subsidy control. Any subsidy awards made that are over £100,000 will be declared on the subsidy transparency database.</i></p> <p><i>Further information on subsidy control can be found in section 2.16 of the WH:SHF Wave 3 Scheme Guidance.</i></p>																				
1.12) <i>For information only</i>	<p>Lead Applicant postal address.</p> <p>Address line 1 Address line 2 Town/City Postcode</p> <p><i>Please also specify the town/city in which the Lead Applicant is located/headquartered, if this is different to the postal address.</i></p>																				
1.13)	Lead Applicant region.																				

For information only	Please select from: North West, North East, Yorkshire and the Humber, East Midlands, West Midlands, East, London, South East, South West, Nationwide (if Nationwide, please also state the region with the highest stock holding).
1.14) For information only	What region or regions are the homes to be upgraded in this project located in? Please select from: North West, North East, Yorkshire and the Humber, East Midlands, West Midlands, East, London, South East, South West. If multiple regions have been selected, please also state the region with the highest number of homes.
1.15) For information only	Blended funding: are you intending to use funding secured from another government scheme? Y/N
1.16) For information only	If you answered Yes to the question 1.15, please list the name(s) of the other government scheme(s), followed by the amount of funding you intend to use from it.
1.17) For information only	If the Lead Applicant or any consortium member is not a registered provider: the Lead Applicant confirms that all properties upgraded through this project fall under the definition of social housing ³ (except for non-social housing included for the purposes of infill). You may be required to provide evidence of this during delivery monitoring.
1.18) For information only	Name and role of the individual drafting this application: This individual will be considered the main contact. DESNZ will contact this individual if we have any questions or updates on the status of the application.
1.19) For information only	Email address of the individual drafting this application: DESNZ will use this email address to provide confirmation and receipt of the submitted application form. DESNZ will use this email address as the primary source for any updates to the Lead Applicant on the status of their application.
1.20) For information only	Phone number of the individual drafting this application: This information is required in case DESNZ are unable to reach the Applicant by email.
1.21) For information only	Please provide the name, phone number and email address of at least one additional contact, for resilience purposes. You may provide contact details for more than one additional contact if helpful.
1.22) For inform	Please provide the name and email address of your CEO (or equivalent). All working level updates will be sent to the contacts given above and this will only be used if required for escalation purposes.

³ As defined by the Housing and Regeneration Act 2008 (sections 68-70).

ation only	
1.23) For information only	<p>If you would like anyone else to be notified of the outcome of this application, please input their email address here:</p> <p><i>For example, if you would like consortium members to be automatically notified of the outcome of this application, you should input their email addresses here.</i></p>
1.24) For information only	<p>Comms and Media Contact:</p> <p><i>Please provide a designated PR and Comms contact for your organisation for media-related enquiries. Please include their name, title and role, email address and phone number.</i></p>
1.25) For information only	<p>Evaluation Contact:</p> <p><i>Please provide a designated Evaluation contact for your organisation who will be responsible for managing self-conducted evaluation activities, as described in the Delivery Assurance section of this Application. Please include their name, title and role, email address and phone number.</i></p>
1.26) For information only	<p>Public description of project:</p> <p><i>If this application is successful, DESNZ may wish to publicise the results of the scheme which may involve engagement with the media. At the end of the application and assessment process, DESNZ may issue a press release or publish a notice on its website. Applicants should summarise their project goals and ensure the summary is suitable for public disclosure. Applicants could include the following information:</i></p> <ul style="list-style-type: none"> • <i>Project title</i> • <i>Lead and consortium members</i> • <i>Region</i> • <i>Number of homes treated</i> • <i>Project cost</i> <p><i>DESNZ reserves the right to amend the description before publication if necessary but will consult the Applicant about any changes.</i></p> <p><i>Single Applicant word limit – 100, consortium Applicant word limit – 200</i></p>
1.27) For information only	<p>Signature:</p> <p><i>This should be the signature of the individual within the Lead Applicant that approved this application for submission, for example the Chief Executive or Head of Finance. Please also include their name, title and role, email and phone number.</i></p>

Strategic fit – 40%

Project overview

2.1) Assessed but not weighted	<p>Please outline the aims of this project and how it will contribute towards your organisation's retrofit strategy.</p> <p><i>This should include:</i></p> <ul style="list-style-type: none"> - <i>How this project relates to your overall retrofit and net zero strategies.</i> - <i>The strategic goals of this project.</i>
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	<p>- The kinds of measures you intend to install and how they will contribute to achieving those goals.</p> <p>Eligible measures are any energy efficiency and heating measures compatible with the Standard Assessment Procedure (SAP) that will help improve the energy performance of homes, excluding heating systems which are solely fuelled by fossil fuels. Applicants are expected to focus on measures that will help lower household energy bills. More information on eligible measures is available in section 2.9 of the WH:SHF Wave 3 Scheme Guidance.</p> <p>Single organisation word limit – 300, consortium word limit – 500.</p>
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Project outcomes

<p>2.2) Assessed but not weighted</p>	<p>[For individual Applicants only] Total number of homes to be upgraded.</p> <p><i>This total should include all homes to be upgraded through this project, including any non-social or EPC C+ homes.</i></p> <p><i>Strategic partner Applicants will be expected to propose projects of significant scale, retrofitting multiple thousands of homes.</i></p> <p><i>Non-social homes can be included on an infill basis. An application can include up to 30% non-social homes. The maximum proportion of non-social homes within a particular block/terrace is 70%.</i></p> <p><i>Homes at or above EPC band C can be included on an infill basis, or where installing low carbon heating measures. An application can include up to 10% of EPC C+ homes.</i></p> <p><i>Please note, this information will form part of the application baseline of this project against which it will be monitored.</i></p>
<p>2.3) Assessed but not weighted</p>	<p>[For consortium Applicants only] Total number of homes to be upgraded, broken down by consortium member, including the consortium lead.</p> <p><i>This total should include all homes to be upgraded through this project, including any non-social or EPC C+ homes.</i></p> <p><i>Strategic partner Applicants will be expected to propose projects of significant scale, retrofitting multiple thousands of homes.</i></p> <p><i>Non-social homes can be included on an infill basis. An application can include up to 30% non-social homes. The maximum proportion of non-social homes within a particular block/terrace is 70%.</i></p> <p><i>Homes at or above EPC band C can be included on an infill basis, or where installing low carbon heating measures. An application can include up to 10% of EPC C+ homes.</i></p>

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(etc.)											
<p>2.4) <i>Assessed but not weighted</i></p>	<p>[For individual Applicants only] The total number of homes to be upgraded to EPC C.</p> <p><i>All homes should be upgraded to EPC C, except for homes starting at EPC E-G which cannot reasonably achieve this within the cost cap structure.</i></p> <p><i>Please note that this information will form part of the application baseline of this project against which it will be monitored.</i></p> <p><i>If some homes will not be upgraded to EPC C, please use clear modelling to explain why this will not be possible within the cost cap structure.</i></p> <p><i>Word limit – 200.</i></p>										
<p>2.5) <i>Assessed but not weighted</i></p>	<p>[For consortium Applicants only] The total number of homes that will be upgraded to EPC C, broken down by consortium member, including the consortium lead.</p> <p><i>All homes should be upgraded to EPC C, except for homes starting at EPC E-G which cannot reasonably achieve this within the cost cap structure.</i></p> <p><i>Please note this information will form part of the application baseline of this project against which it will be monitored.</i></p> <table border="1" data-bbox="395 1682 1038 2033"> <thead> <tr> <th data-bbox="395 1682 715 1783"></th> <th data-bbox="715 1682 1038 1783">Number of homes upgraded to EPC C</th> </tr> </thead> <tbody> <tr> <td data-bbox="395 1783 715 1856">Entire project</td> <td data-bbox="715 1783 1038 1856" style="background-color: #cccccc;"></td> </tr> <tr> <td data-bbox="395 1856 715 1957">Consortium lead/member 1</td> <td data-bbox="715 1856 1038 1957"></td> </tr> <tr> <td data-bbox="395 1957 715 2033">Consortium member 2</td> <td data-bbox="715 1957 1038 2033"></td> </tr> </tbody> </table>		Number of homes upgraded to EPC C	Entire project		Consortium lead/member 1		Consortium member 2			
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	(etc.)		<p><i>If some homes will not be upgraded to EPC C, please use clear modelling to explain why this will not be possible within the cost cap structure.</i></p> <p><i>Word limit – 500.</i></p>
<p>2.6) <i>Assessed but not weighted</i></p>	<p>[For individual Applicants only] Energy savings of the project.</p> <p><i>Each of the below conditions must be met, or appropriate justifications provided where it is not possible to do so.</i></p> <p><i>a. Please provide an estimate of the total energy savings for this project. This figure must be presented in kWh terms.</i></p> <p><i>b. Please provide as much information as possible on the methodology and key assumptions underpinning this estimate. This must include the number of heat pumps you intend to install and any other information on intended measures or stock to be upgraded that will affect the amount of energy saved.</i></p> <p><i>c. Applicants must use SAP, RdSAP or PHPP based modelling tools to estimate the energy savings, and clearly state which SAP, RdSAP or PHPP specification they have used. Where possible, Applicants are encouraged to use the latest version of the methodology. Please refer to the information on the current SAP and RdSAP versions.⁴</i></p> <p><i>d. The methodology must be replicable, as Applicants will be required to update the energy savings estimate during delivery.</i></p> <p><i>Please note this information will form part of the application baseline of this project, against which it will be monitored.</i></p>		
<p>2.7) <i>Assessed but not weighted</i></p>	<p>[For consortium Applicants only] Energy savings of the project, broken down by consortium member, including the consortium lead.</p> <p><i>Each of the below conditions must be met, or appropriate justifications provided where it is not possible to do so.</i></p> <p><i>a. Please provide an estimate of the total energy savings for this project. This figure should be broken down by consortium member, including the consortium lead, and presented in kWh.</i></p>		

⁴ <https://www.gov.uk/guidance/standard-assessment-procedure>

Consortium member	Energy savings (kWh)
Entire project	
Consortium lead/ member 1	
Consortium member 2	
(etc.)	

b) Please provide as much information as possible on the methodology and key assumptions underpinning this estimate. This must include the number of heat pumps you intend to install and any other information on intended measures or stock to be upgraded that will affect the amount of energy saved.

c) Applicants must use SAP, RdSAP or PHPP based modelling tools to estimate the energy savings, and clearly state in their application form which SAP, RdSAP or PHPP specification they have used. Where possible, Applicants are encouraged to use the latest version of the methodology. Please refer to the information on the current SAP and RdSAP versions.⁵

d) The methodology must be replicable, as Applicants will be required to update the energy savings estimate during delivery.

e) All consortium members must use the same methodology. We therefore advise the consortium to discuss and agree its preferred methodology prior to making any calculations to answer this question.

Please note this information will form part of the application baseline of this project, against which it will be monitored.

Estimated type and starting condition of stock

2.9 a) <i>Assessed but not weighted</i>	[For individual Applicants only] Type and condition of stock to be upgraded.	
	Please provide this information to the best of your knowledge, given currently held stock data.	
	Please note, a maximum of 10% of properties included in the project may be EPC C+, and only where they are required for infill purposes or facilitating the rollout of low carbon heating measures. For more information on eligible properties, please see Section 2.3 of the Wave 3 Guidance.	
This information will <u>not</u> form part of the application baseline of this project against which it will be monitored.		
		No. of homes
Starting EPC	A	

⁵ <https://www.gov.uk/guidance/standard-assessment-procedure>

		B	
		C	
		D	
		E	
		F	
		G	
	Wall type	Solid wall	
		Cavity wall	
	Property type	Terraced	
		Semi-detached	
		Detached	
		Bungalow	
		Low rise flat (1-2 storey)	
		Medium rise flat (3-5 storey)	
		High rise flat (6+ storey)	
		Other	
	Fuel type	Gas	
		Electricity	
		LPG (bulk)	
		LPG (bottle)	
		Oil	
Coal			
Biomass			
Other			
2.9 b) For information only	If you have included any homes in the 'Other' fields, please break these figures down according to the different other property and other fuel types, specifying what each of them are.		
2.10 a) Assessed but not weighted	[For consortium Applicants only] Type and condition of stock to be upgraded, broken down by consortium member, including the consortium lead.		
	<i>Please provide this information to the best of your knowledge, given currently held stock data.</i>		
	<i>Please note, a maximum of 10% of properties included in the project may be EPC C+, and only where they are required for infill purposes or facilitating the rollout of low carbon heating measures. For more information on eligible properties, please see Section 2.3 of the Wave 3 Guidance.</i>		
	<i>This information will <u>not</u> form part of the application baseline of this project against which it will be monitored.</i>		
	Consortium member name		
			No. of homes

	Starting EPC	A			
		B			
		C			
		D			
		E			
		F			
		G			
	Wall type	Solid wall			
		Cavity wall			
	Property type	Terraced			
		Semi-detached			
		Detached			
		Bungalow			
		Low rise flat (1-2 storey)			
		Medium rise flat (3-5 storey)			
		High rise flat (6+ storey)			
	Other				
	Fuel type	Gas			
		Electricity			
		LPG (bulk)			
		LPG (bottle)			
		Oil			
		Coal			
		Biomass			
	Other				
2.10 b) For information only	If you have included any homes in the 'Other' fields, please break these figures down according to the different other property and other fuel types, specifying what each of them are.				
2.11) <i>Assessed but not weighted</i>	How have you arrived at the stock assessment set out above?				
	<p><i>This should include:</i></p> <ul style="list-style-type: none"> - <i>How you have arrived at your initial identification of the homes to be upgraded.</i> - <i>The data on which the assessment of stock condition has been based.</i> - <i>The amount of confidence you thus have in the assessment of stock condition provided.</i> <p><i>Single Applicant word limit – 300, consortium Applicant word limit – 500.</i></p>				

Strategic priorities

<p>2.12) Assessed and weighted (30%)</p>	<p>Please explain how this project will deliver against the listed WH:SHF strategic priorities. Where possible, Applicants should quantify what they will deliver against each strategic priority. Responses to each of the four sections of this question will be individually scored. Applicants should note that successful strategic partners will be asked to provide updates on their progress against what they have set out to do here as part of the yearly review process.</p>
<p>2.12a)</p>	<p>Delivery at scale:</p> <p><i>The strategic partnership route has been designed to encourage the delivery of retrofit at very significant scale, with the expectation that projects will upgrade many thousands of homes. Delivery at scale is valuable not only for upgrading a large number of homes but also for making it possible to harness economies of scale and thus to reduce cost per home, increasing value for money. Points will be awarded to Applicants that will:</i></p> <ol style="list-style-type: none"> 1. <i>Deliver 3,000 to ≥6,000 homes.</i> 2. <i>Adopt any strategy (including harnessing economies of scale) to ensure that the cost per home is lower than might otherwise be expected.</i> <p><i>Single Applicant word limit – 600, consortium Applicant word limit – 1,000</i></p>
<p>2.12b)</p>	<p>Preparing for the future scale-up of retrofit:</p> <p><i>In order to meet the government’s legally binding fuel poverty and net zero targets, it will be necessary to ensure that all social landlords are supported to retrofit their stock and that the supply chain is prepared for the scale of retrofit that will be required. As mature landlords, Strategic Partners can play a role in supporting less mature landlords to upskill themselves in order to start retrofitting their stock and in supporting the development of the retrofit supply chain. Points will be awarded to Applicants that will:</i></p> <ol style="list-style-type: none"> 1. <i>Support less mature landlords (e.g. small landlords or those who have not delivered through the WH:SHF before) to upskill themselves in retrofit. Ways in which this could be done include:</i> <ol style="list-style-type: none"> a. <i>Taking part in or organising knowledge sharing forums.</i> b. <i>Sharing resources/products with less mature landlords.</i> c. <i>Supporting less mature landlords to start upgrading their stock by including them in a consortium strategic partnership.</i> 2. <i>Support the development of the supply chain. Ways in which this could be done include:</i> <ol style="list-style-type: none"> a. <i>Offering apprenticeships.</i> b. <i>Training additional retrofit coordinators or assessors.</i> c. <i>Supporting contractors to become PAS/MCS/TrustMark accredited.</i> d. <i>Using SME contractors.</i> 3. <i>Develop their own data collection, analysis and reporting capacity and capability and share learnings with less mature landlords. Ways in which this could be done include:</i>

	<p>a. <i>Opting in to undertake additional data collection and analysis on topics of interest (Group B in the self-conducted evaluation activities – see section 5.7.5 of the Wave 3 Scheme Guidance).</i></p> <p>b. <i>Undertaking further independent evaluation and/or research activity beyond the self-conducted activities in either Group A or Group B (see section 5.7.5 of the Wave 3 Scheme Guidance).</i></p> <p>c. <i>Attending and/or organising relevant knowledge sharing forums, including annual lesson sharing sessions coordinated by DESNZ’s independent evaluation partner.</i></p> <p><i>Single Applicant word limit – 800, consortium Applicant word limit – 1,200</i></p>
2.12c)	<p>Low carbon heating</p> <p><i>In order to meet the government’s legally binding net zero target, it will be necessary to increase installations of low carbon heating technologies. For the purpose of this strategic priority, eligible low carbon heating technologies will be limited to air source heat pumps, ground source heat pumps, shared ground loops, and heat networks. Points will be awarded to Applicants that will:</i></p> <ol style="list-style-type: none"> <i>1. Instal low carbon heating in a significant number of the homes included in this project.</i> <i>2. Trial different types of low carbon heating to understand which technologies are most suitable for which property types, which can be shared more widely with the retrofit sector.</i> <i>3. Develop case studies of successful installs of low carbon heating which will be disseminated, in order to encourage other landlords to install more low carbon heating.</i> <p><i>Single Applicant word limit – 600, consortium Applicant word limit – 1,000</i></p>
2.12d)	<p>Innovation:</p> <p><i>Innovation in retrofit will be important both to overcome some of the challenges currently facing the sector and to take advantage of the many opportunities. Points will be awarded to Applicants that will:</i></p> <ol style="list-style-type: none"> <i>1. Develop approaches to mixed tenure retrofit. Ways in which this could be done include:</i> <ol style="list-style-type: none"> <i>a. Delivering blocks/terraces with a significant number of non-social homes, in order to gain experience of the challenges this poses and how they can best be overcome.</i> <i>b. Trialling innovative approaches to mixed tenure retrofit projects.</i> <i>2. Take an area-based approach to retrofit. Ways in which this could be done include:</i> <ol style="list-style-type: none"> <i>a. Taking an area-based approach to procurement, including generating learnings on this approach which could be shared with the wider sector.</i> <i>b. Sharing learnings on particular local archetypes with other local social landlords who share that archetype.</i>

	<p>c. Taking a joint approach to retrofitting estates which are partly owned by multiple social landlords.</p> <p>d. Blending government or other funding streams in order to retrofit nearby private homes at the same time as carrying out the WH:SHF project.</p> <p>e. Taking any other form of area-based approach to delivery.</p> <p>3. Exploring the digitalisation of retrofit and ways in which this can benefit both this project and future retrofit strategy. Ways in which this could be done include:</p> <p>a. Using smart technology, sensors and/or monitoring platforms to collect relevant real-world data (from the properties being retrofitted) for the assessment of properties to enable retrofit, and/or after retrofit for monitoring and evaluation purposes.</p> <p>b. The usage of building information modelling technology to design retrofit solutions using real world data from the properties being retrofitted.</p> <p>c. The usage of energy efficiency measurement and electricity demand management tools to optimise energy usage, including reducing peak demand.</p> <p>4. Exploring ways in which private investment could be leveraged into retrofit projects. Ways in which this could be done include:</p> <p>a. Trialling commercial models at scale which can generate a return on investment for retrofit projects and sharing learnings from these trials with the wider sector. DESNZ defines commercial models as those that generate funding towards the cost of retrofit, for example (but not limited to) through solar PV with a Smart Export Guarantee tariff, private sector investment into retrofit projects, or comfort charges. Please note, if trialling a commercial model, you must include modelling to support your confidence that, when taken in combination with the retrofit works, resident bills will not rise.</p> <p>Single Applicant word limit – 800, consortium Applicant word limit – 1,200</p>
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Resident engagement

<p>2.13) Assessed and weighted (10%)</p>	<p>Please provide a comprehensive plan detailing your approach to considering the needs of residents and overall resident engagement.</p> <p><i>DESNZ expects Applicants to detail all resident interaction relevant to the WH:SHF, including engagement/planning carried out prior to application submission.</i></p> <p><i>Applicants should detail the methods and materials to be used for resident engagement. Applicants should describe how they will secure buy in from residents on both the proposed retrofit approach to the home and entry to the home to undertake any necessary surveys and to carry out works. DESNZ expects resident engagement to go beyond leafleting and cold calling, which</i></p>
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	<p><i>DESNZ does not consider to be sufficient methods of resident engagement when implemented in isolation. Residents should have access to a communications platform where they can have questions answered and concerns resolved with the Landlord.</i></p> <p><i>Applicants should also demonstrate that individual vulnerabilities and resident concerns have been considered with explicit reference to protected characteristics listed under the Equality Act 2010. Applicants should demonstrate that they have considered resident comfort, wellbeing and satisfaction both during and post works, and provide a follow up plan including how you will educate residents around new measures and technologies after works have been completed.</i></p> <p><i>Single Applicant word limit – 600, consortium Applicant word limit – 1,000</i></p>
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Consortium strategy

2.14) <i>Assessed but not weighted</i>	[For consortium Applicants only] Please outline why you have brought this consortium together. You should include the strategic purpose of this consortium and what you are aiming to achieve as a consortium.
	<i>Consortia must not be formed solely to score highly against the WH:SHF Strategic Partnership Strategic Priority 2.12a) Delivery at scale. Instead, consortium Strategic Partnerships are expected to have formed for clear additional strategic purposes.</i>
	<i>Word limit - 350</i>
2.15) <i>Assessed but not weighted</i>	Will the consortium lead arrange for legally binding agreements between the consortium lead and all members, as per the requirements outlined in the WH:SHF Wave 3 Scheme Guidance? Yes/No
2.16) <i>Assessed but not weighted</i>	Will the consortium lead conduct appropriate due diligence on the organisations and sub-projects within the consortium, as per the WH:SHF Wave 3 Scheme Guidance? Yes/No

Delivery forecast – 15%

Please note that all costs are assumed to be **inclusive of any non-recoverable VAT**.

Project timelines

3.1) <i>Assessed and weighted (5%)</i>	Please provide a project plan as Annex A.
	<p><i>You must consider key project activities and their timings, including:</i></p> <ul style="list-style-type: none"> • <i>Overall project planning and set up, including project team establishment</i> • <i>All necessary procurement activity</i>

	<ul style="list-style-type: none"> • All resident engagement before, during and after works have been completed • The steps needed for project design and coordination (including PAS 2035 risk assessments, planning permissions and building surveys) • Installation and post-installation activities and handover <p><i>If you are currently delivering on Wave 2.1 or 2.2 of SHDF, please include any activities that will be undertaken on that project during this delivery window as part of this plan.</i></p> <p><i>Where delivery of the project will take place in stages, the plan should reflect this.</i></p> <p><i>Consortium Applicants should provide a detailed plan for the delivery of the entire project, broken down by consortium member where possible.</i></p> <p><i>Plans should be created in Microsoft Project, Excel or similar software. Plans should list tasks line by line, including forecast start and end dates, durations and owners. The plan should clearly show dependencies between tasks.</i></p>		
<p>3.2) Assessed but not weighted</p>	<p>Please provide a project breakdown by financial year.</p> <p><i>a. How many months of grant funding does your project require? If it requires the full three years, please write 36.</i></p> <table border="1" data-bbox="395 1137 1023 1211"> <tr> <td data-bbox="395 1137 791 1211">Months of grant funding required</td> <td data-bbox="791 1137 1023 1211"></td> </tr> </table> <p><i>b. Please provide a breakdown of your project by financial year (FY), listing the number homes upgraded (i.e. lodged with Trustmark as complete), homes reaching EPC C, energy savings, grant spend, and co-funding spend.</i></p> <p><i>Lead Applicants should aim to align their grant funding spend with the WH:SHF Wave 3 grant profile of 1/3 of the total grant funding amount allocated for each of the three financial years of the project (i.e. 33.3%/33.3%/33.3%). DESNZ will allow for some flexibility to projects on a case-by-case basis and Lead Applicants should provide as accurate, sensible and deliverable a forecast as possible. Lead Applicants should plan their spend based on these percentages in each financial year of the project, utilising co-funding alongside this throughout delivery to support the project spend profile as a whole.</i></p> <p><i>If the project does not require 3 years of grant funding, the Applicant should set out their preferred grant funding split for each of the financial years they are requesting funding during. However, DESNZ retains the right to request these projects to amend their delivery or spend profile; this is to ensure that the DESNZ can adhere to the required grant funding profile available to WH:SHF. Grant funding is not transferable across financial years, and we strongly encourage Applicants to consider this in their delivery plan if they are</i></p>	Months of grant funding required	
Months of grant funding required			

intending to deliver in under 3 years. We encourage Applicants to consider if they could expand their project to deliver more over 3 years.

Unlike grant funding, co-funding can also be spent in FY 24/25 and FY 28-29. However, at least 10% of the total co-funding contribution must be spent in each of FY 25/26, FY 26/27 and FY 27/28, and a maximum of 50% of the total co-funding contribution can be spent in FY28/29. .

Please note, the information provided here will form part of the application baseline against which the project will be monitored.

	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29
Homes upgraded					
Homes upgraded to EPC C					
Energy savings					
Grant spend					
Co-funding spend					

c. If you have proposed a grant spend profile which deviates from 1/3 per FY, please provide a justification for this.

Single Applicant word limit – 200, consortium Applicant word limit – 400

	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29
Homes upgraded					
Homes upgraded to EPC C					
Energy savings					
Grant spend					
Co-funding spend					

Project costs

3.3)	[For individual Applicants only] Project costs.
	<i>Please provide the total capital and admin and ancillary grant funding requested for this project.</i>

<p>Assessed but not weighted</p>	<p><i>For context, please also provide the number of homes that will access the off gas grid low carbon heating cost cap uplift and the number that will access the on gas grid low carbon heating incentive offer.</i></p> <p><i>Please note that a maximum of 10% of the homes included in the application are eligible for the on gas grid low carbon heating incentive offer.</i></p> <p><i>Please also input the co-funding contribution of the project, split into capital and admin and ancillary costs. The overall co-funding contribution must be a minimum of 50% of eligible project costs, excluding any costs incurred on homes accessing the on gas grid low-carbon heat incentive offer (where no co-funding is required, and any co-funding that is provided will not count towards the 50% minimum requirement).</i></p> <p><i>The table will auto populate with the total grant funding requested, as well as the total co-funding contribution and the total project costs.</i></p> <p><i>Please note, this information will form part of the application baseline of this project against which it will be monitored.</i></p>																		
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<p>3.4) Assessed but not weighted</p>	<p>[For consortium Applicants only] Project costs.</p> <p><i>Please provide the total capital and admin and ancillary grant funding requested for this project, split by consortium member, including the consortium lead.</i></p> <p><i>For context, please also provide the number of homes that will access the off gas grid low carbon heating cost cap uplift and the number that will access the on gas grid low carbon heating incentive offer.</i></p> <p><i>Please note that a maximum of 10% of the homes included in the application are eligible for the on gas grid low carbon heating incentive offer.</i></p>																		

Please also input the co-funding contribution of the project, split by consortium member and into capital and admin and ancillary costs. The overall co-funding contribution must be a minimum of 50% of eligible project costs, excluding any costs incurred on homes accessing the on gas grid low-carbon heat incentive offer (where no co-funding is required, and any co-funding that is provided will not count towards the 50% minimum requirement).

The table will auto populate with the total grant funding requested, as well as the total co-funding contribution and the total project costs.

	Consortium lead/member 1	Consortium member 2	(etc.)	Total
Grant funded capital costs of project.				
Grant funded A&A costs of project.				
Total grant funding requested				
Number of homes accessing the off gas grid low carbon heating cost cap uplift				
Number of homes accessing the on gas grid low carbon heating incentive offer				
Co-funding capital costs				
Co-funding A&A costs				
Total co-funding contribution				
Total project costs				

3.5)
Assessed
but not
weighted

Sources of proposed co-funding contribution. Please also explain the level of the proposed co-funding contribution.

Supporting evidence of secured co-funding, and of any secured blended funding to be utilised, should be attached as Annex B.

Applicants should outline the source of funds for co-funding.

Applicants should also outline any blended funding to be utilised, noting that it is permitted to use funding from other government schemes to support works on the same homes but that funding from multiple government schemes cannot be used to fund the same individual measure twice. In addition, if

	<p><i>funding from other government schemes will be used on this project, it will sit outside of the grant/co-funding structure and cannot be counted towards the 50% co-funding requirement. For more information, please see Section 2.12 of the WH:SHF Wave 3 Scheme Guidance.</i></p> <p><i>Please also explain the level of the proposed co-funding contribution. This explanation should show consideration of the likely cost levels of the proposed project. You may wish to discuss factors such as: spread of dwellings, cost of materials, cost of installers, how effective existing contracts were or new procurements will be at achieving value for money, supply chain infrastructures, archetypes treated/inclusion of hard-to-treat properties, costs of planned measures and level of funding required to meet WH:SHF performance outcomes. You may also wish to mention any engagement you have already undertaken with the supply chain.</i></p> <p><i>Inflation should be factored into your costs and you should briefly set out how you have done this.</i></p> <p><i>Applicants must provide evidence of secured co-funding such as board sign off, minutes from meetings or letters of commitment, as Annex B. Applicants are required to provide evidence that co-funding has been signed off at CFO level. The co-funding value shown in evidence should match the value input to the question above on co-funding contribution.</i></p> <p><i>Single Applicant word limit – 700, consortium Applicant word limit – 1,200 Guideline annex length: single Applicant – up to 5 pages, consortium Applicant – up to 8 pages.</i></p>
<p>3.6) Assessed and weighted (10%)</p>	<p>Please justify your confidence in the costs provided here for the project as outlined, including an explanation of why this project represents good value for money. Evidence can be attached as Annex E.</p> <p><i>Applicants are not expected to maximise the available grant funding for retrofit works for every home and should request grant funding based on the costs required to upgrade homes to WH:SHF performance outcomes. In addition, Strategic Partners are likely expected to access economies of scale.</i></p> <p><i>Applicants must justify their proposed capital costs for retrofit works and associated A&A. Some factors that may affect costs are: spread of dwellings, cost of materials, cost of installers, how effective existing contracts were or new procurements will be at achieving value for money, supply chain infrastructures, archetypes treated/inclusion of hard-to-treat properties, and level of funding required to meet WH:SHF performance outcomes.</i></p> <p><i>Poorly evidenced costs at application stage are a clear challenge to effective delivery. Applicants should justify why the costs provided are an accurate reflection of actual costs that will be seen in delivery. As a minimum, Applicants should have engaged with the supply chain, and outline this engagement in the response, along with how it has given confidence to the costs provided.</i></p>

	<p><i>Inflation should be factored into your costs and you should briefly set out how you have done this.</i></p> <p><i>To supplement this, Applicants may also wish to consider additional information as appropriate, e.g. consultations with Accounting Officers, further cost research, etc.</i></p> <p><i>Applicants are expected to provide evidence of cost research, e.g. quotes from suppliers, as Annex E.</i></p> <p><i>Administration and ancillary (A&A) costs are expected to be as low as possible. Grant funding on A&A must be at most 15% of total grant funding - the expectation is that A&A spend should make up at most 15% of total costs. There is not scope to increase this proportion of grant funding used on A&A; however, in exceptional circumstances there may be scope for landlords to use slightly more than 15% of overall project costs for A&A purposes through spending slightly greater than 15% of the co-funding contribution on A&A. Applicants should justify the level of A&A costs requested.</i></p> <p><i>Single Applicant word limit – 650, consortium Applicant word limit – 1,000</i> <i>Guideline annex length: single Applicant – up to 4 pages, consortium – up to 6 pages</i></p>
<p>3.7) Assessed but not weighted</p>	<p>Please give an overview of how you would approach any cost variations to those levels applied with throughout the life cycle of your project.</p> <p><i>Your answer should explain how you will approach any changes to costs that occur after the submission of your application. This may include:</i></p> <ol style="list-style-type: none"> <i>1. Any potential/plans for using organisational contingency funding. Please note, costs applied for as part of the WH:SHF application should be realistic costs for delivery of the project in the current environment. By contingency funding in this question, DESNZ means Applicant funding available in addition to these realistic levels as included elsewhere in this application form.</i> <i>2. If there are unexpected cost increases beyond those levels applied for, and insufficient availability of any contingency funding to cover such cost increases, how Applicants would approach considering the suitability of the measure mix and number of homes to be retrofitted, while still bearing in mind the key WH:SHF principle of upgrading homes to EPC C at scale.</i> <i>3. Any provisions that you have in existing contracts or mechanisms that you will include in contracts that will be procured to address cost variation.</i> <i>4. How any decreases in costs from those applied with would be approached, including any considerations on delivery of additional homes.</i> <i>5. How you would approach additional funds becoming available, including any consideration on delivery of additional homes.</i> <p><i>Single Applicant word limit – 250, consortium Applicant word limit – 500</i></p>

Commercial assurance – 15%

<p>4.1) Assessed and weighted (10%)</p>	<p>a. Please describe in detail your commercial/procurement strategy to support the delivery of the project, including any already established contractual agreements (or supplier arrangements) where applicable.</p> <p>b. Please also provide details about your suppliers [For consortium Applicants, this should be broken down by consortium member, including the Lead Applicant]</p>																																				
	<p>a. <i>This could include procurement timelines, market engagement strategies, contract route, contract management and performance plans, pricing model, evaluation/award criteria, and other relevant information.</i></p> <p><i>Single Applicant word limit – 400, consortium Applicant word limit – 800</i></p> <p>b. <i>When completing the table, if new procurements are required and these are not known at the time of application, Applicants should provide an indication of planned contracts to be placed to deliver the grant funding (e.g. by value, type). If you only know the areas/types of suppliers you will need but don't know who these suppliers will be, please write N/A in the supplier name column. Details not known at the time of application should be itemised in the risk register, along with planned actions and milestone dates for resolution in the project plan.</i></p>																																				
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Contract end date																																					
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PAS 2035 registered?																																					
MCS registered?																																					
<p>4.2) Assessed and weighted (5%)</p>	<p>As part of your commercial/procurement strategy, Applicants should describe how they will support the delivery of HM Government policies with a focus on Social Value, supporting SMEs, Prompt Payment, Modern Slavery and Carbon Reduction Plans.</p> <p><i>Please describe how your commercial/procurement strategy for this grant funding will incorporate aspects of Social Value, supporting SMEs, Prompt</i></p>																																				

	<p><i>Payment, Modern Slavery and Carbon Reduction Plans. This should include any related commitments and/or plans to demonstrate your capability and capacity to deliver against these aspects.</i></p> <p><i>Single Applicant word limit – 200, consortium Applicant word limit – 400</i></p>

Delivery assurance – 30%

Project management

5.1) <i>Assessed but not weighted</i>	<p>Please provide a risk and issues register (and explain how you will address the risks/issues listed) as Annex C.</p>
	<p><i>The risk and issue register should address each of the following risks, including proposed mitigations and ratings:</i></p> <ul style="list-style-type: none"> - Residents refuse works being carried out on their homes. - Planning permission from the relevant department is not received in time. - Properties that are assumed to be eligible at application stage are found to be ineligible (EPC C or above). - Leaseholders within mixed blocks refuse to allow works for infill homes. - Specific materials and supplies are not available in time. - Contracts, for retrofit coordinators or other necessary resources, are not in place in time to support delivery, due to delayed procurements, changing requirements or lack of supply chain capacity. - Project team members and/or suppliers dropping out of the project, and how you will approach change management in these scenarios. - There is variation between costs during delivery compared to those used at application stage. - Complex to decarbonise homes pose unforeseen challenges. - The project is unable to find the proposed number of suitable homes in the timescale required. <p><i>Project specific risks should also be included and assessed.</i></p> <p><i>Consortium Applicants should aim to capture risks and issues for the whole project, but are encouraged to still include specific risks that apply only to specific consortium members, including the consortium lead, making clear where this is the case.</i></p>
5.2) <i>Assessed and weighted (5%)</i>	<p>Please explain how you will manage this project to deliver to time, quality and cost.</p>
	<p><i>Your answer must include the Project Management methodologies, systems, and practices you plan to use.</i></p> <p><i>Your answer should reference but not be limited to the following: project planning and scheduling, governance and controls, budget management, data and reporting, and risk and issue management (including fraud, error and other non-compliance risk management and reporting).</i></p>

	<p><i>The internal governance process for handling cost variances within your project must be outlined here but details on specific approaches taken to addressing cost variances should be covered in your answer to question 3.7.</i></p> <p><i>You must also explain how you will manage spend within the WH:SHF spend profiles of 33.3% grant spend in FY 25/26, 33.3% grant spend in FY 26/27 and 33.3% grant spend in FY 27/28.</i></p> <p><i>Single Applicant word limit – 700, consortium Applicant word limit – 1,200</i></p>
<p>5.3) <i>Assessed and weighted (25%)</i></p>	<p>Please explain your confidence in delivering this project.</p> <p>This should be done through the provision of evidence of successful delivery of at least one relevant previous project. These should be projects from previous SDHF schemes. Where this is not possible, you should use examples from a wider government scheme, or, where necessary, any other past construction and/or energy efficiency projects of a similar size, scale and complexity to the project proposed in this application.</p> <p>Consortium Applicants must ensure that they also detail their confidence in delivering this project in this consortium. Where possible, this should be done through provision of evidence of successful delivery of at least one past project (energy efficiency or otherwise) delivered in this consortium (or in a consortium of similar if not identical members).</p> <p>Evidence to support your answer should be submitted as Annex D.</p> <p><i>Applicants should provide a clear narrative, supported by evidence as to their confidence in delivering this project.</i></p> <p><i>Applicants should structure their answer around a single, primary past project example, to which the majority of supporting evidence should relate. Ideally, this example project should be of a similar size, scale and complexity to the project proposed in this application.</i></p> <p><i>However, where multiple examples of successful past delivery can be provided, they should be provided as secondary, less detailed and less rigorously evidenced examples. Where relevant, secondary examples can also be examples of learning from challenges and/or less successful delivery.</i></p> <p><i>If the Lead Applicant (or one or more consortium members, where applying as a consortium) is also applying to upgrade different homes through a separate Challenge Fund project, you must explain your confidence that both projects will be deliverable simultaneously.</i></p> <p><i>Evidence of successful delivery should include the following:</i></p> <ul style="list-style-type: none"> • <i>An overview of the project and its objectives, and robust evidence of delivery performance including but not limited to: KPIs and milestones achieved; homes and measures completed in line with original project baseline; delivery pace, Budget/VFM, and benefits achieved.</i>

	<ul style="list-style-type: none"> • <i>Use of case studies; references from past projects; monitoring or/and final reports, and evaluation undertaken by independent actors.</i> <p><i>If your answer addresses challenges faced and/or less successful delivery, you should explain why these problems arose, ideally including evidence to corroborate any mitigating factors such as events beyond your control. You should then reference how lessons have been learned by the organisation and the specific steps you have put/are putting in place to avoid these challenges occurring again, including in relation to your proposed project.</i></p> <p><i>Consortium Applicants should provide a clear narrative as to their confidence in delivering in this consortium, supported by evidence as per the aforementioned guidance. This should also include the specific contribution of individual consortium members as far as possible within the word limit. Evidence of successful collaboration between consortium members, including the consortium lead, should also be provided.</i></p> <p><i>If consortium Applicants have faced collaboration challenges in a past project, you should explain why these problems arose, the lessons learned by all organisations involved, and the steps you are putting in place to avoid them occurring again.</i></p> <p><i>If applying as a new consortium, evidence of successful project delivery and collaboration in, ideally, other similar consortia, should be provided for as many individual consortium members as possible. This must include the consortium lead, including, where possible, its previous successful leadership of a consortium.</i></p> <p><i>Again, where possible, Applicants should use examples from relevant BEIS/DESNZ grant schemes as their primary evidence base but may include other additional examples.</i></p> <p><i>Single Applicant word limit – 700, consortium Applicant word limit – 1400</i></p> <p><i>Guideline annex length: single Applicant – up to 3 pages, consortium Applicant – up to 7 pages</i></p>
<p>5.4) <i>Assessed but not weighted</i></p>	<p>[For consortium Applicants only] How do you plan to manage the delivery of the project across consortium members, including the consortium lead?</p> <p><i>You must refer to the governance structure that will be put in place, data reporting and data sharing agreements, ways of working, and any flexible approaches to project outcomes you will apply. Please also discuss the differing supply chains and contractors used across the projects within the consortium.</i></p> <p><i>You should also discuss your approach to change management in the result of a member of the consortium pulling out of the project.</i></p> <p><i>Word limit - 600</i></p>

Self-conducted evaluation

<p>5.5) <i>Assessed but not weighted</i></p>	<p>To manage public spend and assess whether Wave 3 has delivered as intended and achieved intended outcomes, DESNZ will appoint an independent evaluation partner to deliver an evaluation of Wave 3. As part of this, Grant Recipients in the Strategic Partnership route will also be required to undertake specific self-conducted evaluation activities. Grant recipients must ensure they are sufficiently resourced to undertake these activities. For more information, please refer to Section 5.7.5 of the WH:SHF Wave 3 Scheme Guidance.</p> <p>Please provide an overview of the resource available to undertake mandatory self-conducted evaluation activities.</p> <p><i>Please provide an overview of the evaluation resource available to undertake the self-conducted evaluation data collection, analysis and reporting activities set out in section 5.7.5 of the WH:SHF Wave 3 Scheme Guidance. This is a requirement of projects in the Strategic Partnership route. Please provide as much detail as possible.</i></p> <p><i>Your answer could include but not be limited to one or more of the following:</i></p> <ul style="list-style-type: none"> - <i>Internal evaluation and/or analytical functions</i> - <i>Research consultancy support (e.g. as part of existing procurement frameworks)</i> - <i>Commissioned resource (e.g. as part of existing procurement frameworks)</i> - <i>Academic or industry research partnerships (e.g. with a university or research institution)</i> - <i>Plans to develop relevant capabilities or onboard more resource</i> <p><i>Where possible and if relevant, please specify the name and role of any external contractors. If you are planning to procure this resource or are in the process of doing so, please outline the resource that will be available once this exercise is complete.</i></p> <p><i>If appointing an external contractor to undertake any mandatory self-conducted evaluation activities, you must ensure that work adheres to the Market Research Society (MRS) code of conduct, where its provisions are relevant.</i></p> <p><i>Details provided will be used as a basis for DESNZ officials to assess the level of evaluation support required. They will not be scored or form the basis upon which grant funding is issued but reflect the importance DESNZ places on evaluation and will help assure DESNZ of Applicants' ability to deliver evaluation activities.</i></p> <p><i>Single Applicant word limit – 250, consortium Applicant word limit – 500</i></p>
<p>5.6)</p>	<p>Please indicate the available resource of the named evaluation point of contact provided in 1.25, for managing self-conducted evaluation activities.</p>

<p>Assessed but not weighted</p>	<p>Please indicate the available resource or FTE this individual has to deliver and/or manage evaluation research.</p> <p><i>This contact may be responsible for delivering evaluation activities in-house, or for managing externally commissioned evaluation activities.</i></p> <p><i>This is required to enable DESNZ and their appointed independent evaluation partner to support Grant Recipients to deliver self-conducted evaluation data collection, analysis and reporting activities. Details will not be scored or form the basis upon which grant funding is issued.</i></p>
<p>5.7) Assessed but not weighted</p>	<p>Please indicate the relevant skills and experiences of the evaluation resource that will be made available, that you have described in response to 5.6.</p> <p><i>Please tick all that apply and provide additional details.</i></p> <p><i>This may include the relevant skills and experiences of:</i></p> <ul style="list-style-type: none"> - <i>The internal named point of contact provided in response to 1.25, who may be responsible for delivering evaluation activities in-house or for managing externally commissioned evaluation activities.</i> - <i>Any additional available resource, provided in response to 5.7, which may include though is not limited to research consultancy support, academic or industry research partnerships, or other commissioned resource.</i> <p><i>Current and previous research or evaluation skills and experience may be considered relevant and can be included.</i></p> <p><i>There is no requirement for relevant evaluation skills and experience to relate to previous WH:SHF Waves and/or relevant BEIS/DESNZ grant schemes. However, such examples should be provided where these are available.</i></p> <p><i>If you are planning to procure this resource or are in the process of doing so, please outline the resource that will be available once this exercise is complete.</i></p> <p><i>Details provided will be used as a basis for DESNZ officials to assess the level of evaluation support required. They will not be scored or form the basis upon which grant funding is issued but reflect the importance DESNZ places on evaluation and will help assure DESNZ of Applicants' ability to deliver evaluation activities.</i></p> <p><i>Word limit – 250</i></p> <ul style="list-style-type: none"> - Relevant academic qualification(s) - Relevant Continuing Professional Development (CPD) accreditation(s) - Questionnaire design - Sampling - Qualitative research (e.g. in-depth interviews, focus groups)

	<ul style="list-style-type: none"> - Quantitative analysis of survey data (e.g. statistical significance testing) - Quantitative analysis of other datasets (e.g. management or administrative data) - Qualitative analysis (e.g. thematic analysis) - Identifying relevant research or evaluation themes - Applying research findings to affect organisational or behavioural change - Externally commissioning and managing research or evaluation activities (e.g. data collection, analysis, reporting) - Other – please specify
<p>5.8) <i>For information only</i></p>	<p>Please indicate which, if any, of the following research and evaluation methods your organisation has conducted or commissioned in the last two years.</p> <p><i>Please tick all that apply.</i></p> <p><i>If applying as a consortium, only the Lead Applicant is required to provide evidence of previous evaluation undertaken. Consortium partners do not need to provide evidence.</i></p> <p><i>Research and evaluation activities do not need to relate to previous WH:SHF Waves or relevant BEIS/DESNZ grant schemes. These could have been carried out by in-house research teams or commissioned to an external research consultant.</i></p> <p><i>Examples of relevant research and evaluation activities may include though are not limited to: resident satisfaction surveys, polling, consultation questionnaires, local focus groups, analysis of management information to evaluate service provision, area-based case studies, online communities.</i></p> <ul style="list-style-type: none"> - Surveys/questionnaires <ul style="list-style-type: none"> o With residents o With other participants (please specify) - In-depth interviews <ul style="list-style-type: none"> o With residents o With other participants (please specify) - Focus groups <ul style="list-style-type: none"> o With residents o With other participants (please specify) - Case studies - Secondary data analysis - Use of monitoring sensors and diagnostics (e.g. smart meters, SMETERs) - Analysis of fuel bill savings (this can include modelling) - Development of a logic model or theory of change - Other research methods (please specify)
<p>5.9) <i>For information only</i></p>	<p>Please provide further details of previous research and evaluation activity your organisation has conducted or commissioned, to support your answers to 5.82</p> <p><i>. Where possible, these should be relevant to WH:SHF Wave 3.</i></p> <p><i>Applicants should provide a clear narrative, supported by examples.</i></p>

	<p><i>If applying as a consortium, only the Lead Applicant is required to provide evidence of previous research and evaluation undertaken. Consortium partners do not need to provide evidence.</i></p> <p><i>Where possible Applicants should use examples of research or evaluation from previous WH:SHF Waves and/or relevant BEIS/DESNZ grant schemes as their primary evidence base. However, other examples may be included, and multiple examples of successful research and evaluation should be provided where this is possible.</i></p> <p><i>When detailing previous research and evaluation activity, where possible Applicants should include the following:</i></p> <ul style="list-style-type: none"> - <i>An overview of the evaluation project(s) and its objectives</i> - <i>Data collection method(s)</i> - <i>Sample group(s) and methods(s)</i> - <i>Analysis method(s)</i> - <i>Whether the project was delivered in-house or commissioned to a third party (such as a university or research institution)</i> <p><i>If you have faced challenges in a past research or evaluation project, please provide a brief explanation and the steps you are putting/would put in place to avoid them occurring again.</i></p> <p><i>Word limit – 500</i></p>
<p>5.10) <i>For information only</i></p>	<p>As part of the self-conducted evaluation activity, Group B contains a longlist of broad evaluation topics. Grant Recipients may optionally choose to undertake additional data collection, analysis and reporting on any of these topics where relevant to their project contexts and in support of their research interests.</p> <p>Please indicate if you would be interested in undertaking additional optional self-conducted evaluation activity and if yes, how many evaluation topics you would be interested in exploring further.</p> <p><i>Applicants should note that support from DESNZ’s independent evaluation partner will be available for up to three topics. Applicants should refer to section 5.7.5 of the WH:SHF Wave 3 Scheme Guidance for further details.</i></p> <p><i>Applicants should also note that this is not a binding commitment and can be confirmed after funding is awarded. This is required to enable DESNZ and their appointed independent evaluation partner to ascertain potential levels of support needed to deliver these activities.</i></p> <ul style="list-style-type: none"> - Yes, we are interested in undertaking optional evaluation activity on one additional topic - Yes, we are interested in undertaking optional evaluation activity on two additional topics - Yes, we are interested in undertaking optional evaluation activity on three or more additional topics - No, we are not interested in undertaking optional self-conducted evaluation activity

<p>5.11) <i>For information only</i></p>	<p>To manage public spend and assess whether Wave 3 has delivered as intended and achieved intended outcomes, DESNZ will appoint an independent evaluation partner to deliver the overarching evaluation of Wave 3.</p> <p>Do you have plans to evaluate the progress and impact of your project independently of/ in addition to the independently commissioned DESNZ evaluation and self-conducted evaluation requirements described above?</p> <p><i>If yes, please give a brief overview of how you will evaluate your project, including:</i></p> <ul style="list-style-type: none"> - <i>The research aims</i> - <i>The research timeframe</i> - <i>If you plan to carry out primary data collection, the type of data collection (survey, interviews etc.), and with whom</i> <p><i>If you intend to commission your evaluation to a third-party (such as a university or research institution), please refer to this in your response.</i></p> <p><i>Please note that there is no requirement for grant award recipients to conduct independent monitoring or evaluation of their projects beyond compliance with the requirements set out in sections 5.6 and 5.7.5 of the WH:SHF Wave 3 Scheme Guidance.</i></p> <p><i>Single Applicant word limit – 300, consortium Applicant word limit – 600</i></p>
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Challenge Fund

<p>6.1) <i>For information only</i></p>	<p>If your Strategic Partnership application is unsuccessful, would you like your application to be considered for funding via the WH:SHF Wave 3 Challenge Fund?</p> <p>Y/N</p> <p><i>If you select ‘Yes’, for your application to be automatically entered into the allocation process for the Challenge Fund, you must complete additional questions 6.2, 6.3, and 6.4. However, if you receive funding via a Strategic Partnership, this information will not be used.</i></p>
<p>6.2) <i>Assessed (for Challenge Fund only)</i></p>	<p>Please outline your proposed approach to the phasing of your project and explain why this reflects a sensible delivery plan.</p> <p><i>The Challenge Fund has been designed to facilitate the phased approach to delivery taken by many organisations, with detailed information on the homes included within a phase required only once the Grant Recipient is ready to start delivery of that phase.</i></p> <p><i>One or more submissions of a Phase Request must therefore be made during delivery, covering all or a proportion of the homes within a project, and providing further detail of the retrofit work to be undertaken in that phase. The project will then be delivered on this phased basis – with each phase covering up to the end of installation and lodgement of measures on the homes in that phase. Phases may be delivered concurrently.</i></p>

	<p><i>Projects should not be broken down into phases arbitrarily but only where this reflects a sensible delivery plan.</i></p> <p><i>We expect that projects will not have more than 10 phases or less than 10% of homes in any one phase and reserve the right to reject applications going outside of this. If you are proposing more than 10 phases or any phases including fewer than 10% of homes, you must specifically address why you think this is necessary for this project.</i></p> <p><i>When deciding if or how your project will be phased you may wish to consider factors such as location of homes to be upgraded, property types, local procurement environments or differences between consortium members, including the consortium lead.</i></p> <p><i>For further information on Phase Requests, please see section 4.3.3 of the WH:SHF Wave 3 Scheme Guidance.</i></p> <p><i>Single Applicant word limit – 350, consortium Applicant word limit – 600.</i></p>															
<p>6.3) Assessed (for Challenge Fund only)</p>	<p>Please set out when your project will submit each Phase Request, the start and end quarter of the financial year (FY) for delivery of each phase, and the number of homes that will be included in each phase.</p> <p><i>Delivery of a phase ends when all KPIs have been achieved for all homes in the phase.</i></p> <p><i>We expect that projects will not have more than 10 phases or less than 10% of homes in any one phase and reserve the right to reject applications going outside of this. If you are proposing more than 10 phases or any phases including fewer than 10% of homes, you must specifically address why you think this is necessary for this project in question 6.2.</i></p> <p><i>Please note, if you receive funding via the Challenge Fund, the information provided here will form part of the application baseline of the project, against which it will be monitored.</i></p> <table border="1" data-bbox="405 1444 1390 1980"> <tr> <td data-bbox="405 1444 603 1518">Phase number</td> <td data-bbox="603 1444 798 1518"></td> <td data-bbox="798 1444 992 1518"></td> <td data-bbox="992 1444 1187 1518"></td> <td data-bbox="1187 1444 1390 1518"></td> </tr> <tr> <td data-bbox="405 1518 603 1733">In which quarter of which FY will the Phase Request be submitted</td> <td data-bbox="603 1518 798 1733"></td> <td data-bbox="798 1518 992 1733"></td> <td data-bbox="992 1518 1187 1733"></td> <td data-bbox="1187 1518 1390 1733"></td> </tr> <tr> <td data-bbox="405 1733 603 1980">In which quarter of which FY will delivery end (i.e. all KPIs have been achieved for</td> <td data-bbox="603 1733 798 1980"></td> <td data-bbox="798 1733 992 1980"></td> <td data-bbox="992 1733 1187 1980"></td> <td data-bbox="1187 1733 1390 1980"></td> </tr> </table>	Phase number					In which quarter of which FY will the Phase Request be submitted					In which quarter of which FY will delivery end (i.e. all KPIs have been achieved for				
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	all homes in the phase)				
	How many homes are included in this phase				
6.4) <i>For information only</i>	Do you still wish to participate in the self-conducted evaluation activities? Yes/No <i>The self-conducted evaluation activities are only mandatory for Strategic Partners, however we also encourage suitable Challenge Fund Applicants to consider participating.</i> <i>Full details of the self-conducted evaluation activities are provided in section 5.7.5 of the WH:SHF Wave 3 Scheme Guidance.</i>				

Annexes

Please state whether the following annexes are included in your application.

All annexes are mandatory for all applications. Failure to submit an annex could result in the rejection of an application.

Annexes should be used to provide further information, such as screenshots of modelling or evidence of quotes, to further illustrate the written justification provided within this document. Applicants should not use the annex as a way of negating the word count.

A guideline annex length has been provided in the table below for each annex. There is no upper limit on annex lengths, however DESNZ expects Applicants to keep annexes as concise as possible and only include the information requested. DESNZ will take a proportionate approach to the assessment of annexes exceeding the guideline length, and annexes that exceed the guideline length provided may not be assessed in full.

Consortium Applicants should abide by the guidelines to consortia when supplying annexes: the responses in the application form should focus on the consortium lead's approach, with high level information about the approach taken by other consortium members. Questions 3.1 and 5.1 have specific guidance to consortium Applicants, which differs to this approach and should be noted.

Annex A: Project plan	
Annex B: Supporting evidence of secured co-funding, and of any secured blended funding to be utilised <i>Guideline annex length: single Applicant – up to 5 pages, consortium Applicant – up to 8 pages</i>	
Annex C: Risk and issues register	
Annex D: Evidence to demonstrate your confidence in delivering this project	

<i>Guideline annex length: single Applicant – up to 3 pages, consortium Applicant – up to 7 pages</i>	
Annex E: Proof of cost justification and confidence <i>Guideline annex length: single Applicant – up to 4 pages, consortium Applicant – up to 7 pages</i>	