Right to Buy Social Mobility Fund

Application form

**Supporting social tenants to realise their aspirations of home ownership.**

This form should be submitted to [RTB@communities.gsi.gov.uk](mailto:RTB@communities.gsi.gov.uk) no later than **5pm on 18 March 2015.** Any queries about the fund should also be submitted to this address.

Section A: Applicant contact information

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| --- | --- |
| Principal local authority name/name of bidding organisation: | Click here to enter text. |
| Name of contact(s): | Click here to enter text. |
| Position in authority: | Click here to enter text. |
| Telephone number(s) of the contact(s): | Click here to enter text. |
| Email address of the contact(s): | Click here to enter text. |

Section B: Eligibility criteria

Please complete as appropriate:

|  |  |
| --- | --- |
| The bid is from an English principal local authority | YES/NO |
| All expenditure will be spent on providing a cash payment to Right to Buy-eligible tenants | YES/NO |
| The bidding authority agrees to provide relevant project progress monitoring information to DCLG | YES/NO |
| The proposal has been signed off by the relevant Section 151 officer and this proposal is accompanied by evidence to support this. | YES/NO |
| The proposal sets out the extent to which it will target the priority groups | YES/NO |

Section C: Project description

Project title:Please give the bid a short name, unique to any other fund bids involving your organisation.

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| Click here to enter text. |

Project Summary (100 words maximum): Please provide a brief description of local scheme proposal.

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| Click here to enter text |

Grant Requirement: Please state the total amount you are bidding for from the fund.

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| 2015/16: |

Mandatory Criteria

1. Additionality: Please set out your evidence that tenants would and could apply for the Fund and how you have alighted on the number underpinning your bid.

You should include a statement about

* the checks you will undertake to ensure that applicants are eligible for Right to Buy and additional (i.e. not in the process of accessing their Right to Buy discount on their current property); and
* the checks you undertake when people apply to join the housing list to ensure they do not own a property, which would pick up whether a tenant in receipt of this cash incentive reapplied for social housing.

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| Click here to enter text. |

2.Funding:

Please set out the number of tenants the bid will reach, and in which quarter you expect the completion.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2015-16 | | | |
| Number of tenants completing : | Q1 | Q2 | Q3 | Q4 |
|  |  |  |  |

3. Delivery: Please set out briefly the resources you will put in place to deliver the fund.

Click here

4. Promotion: Please describe how you will promote this scheme to eligible tenants, including timings and extent of distribution (ie. whether it is highly targeted and if so, how and where; or if a blanket approach is proposed).

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| Click here to enter text. |

Scoring criteria

1. Priority tenants. Please set out the number of tenants by type the bid will reach, and in which quarter you expect the completion.

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| --- | --- | --- | --- | --- |
|  | 2015-16 | | | |
| Older tenants:  Tenants moving to access working opportunities:  Tenants unable to mortgage their social property: | Q1 | Q2 | Q3 | Q4 |
|  |  |  |  |

2. Additional benefits: Please set out (if applicable) how any the proposed scheme will meet local needs; for example, by freeing up the type of properties where there is a local shortage – such as larger family homes, or one and two bedroom properties to support downsizing.

Click here

Please set out (if applicable) how much the local authority will contribute from its own resources and for what purpose (eg. to top up the Fund allocation to individual tenants, to enable the scheme to reach more tenants etc.)

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| Click here to enter text. |

Please describe details of any proposed partnership arrangements with housing associations, detailing the number and name of partners and number of Preserved Right to Buy tenants expected to be reached.

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| Click here to enter text. |

Section D: Other Information

Please use this section to provide any additional information that you think the assessors may require to evaluate your bid. Please limit your comments to no more than 250 words.

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| Click here to enter text. |

Section E: Approval

Approval: Bid approved and signed off by Section 151 officer (or authorised person in other public sector partners) for each partner to the bid.

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| Name | Click here to enter text. |
| Organisation | Click here to enter text. |
| Date Approved | Click here to enter text. |

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| Organisation | Click here to enter text. |
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| Name | Click here to enter text. |
| Organisation | Click here to enter text. |
| Date Approved | Click here to enter text. |

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| **Disclaimer**  There shall be no expectation of grant until authorities have been formally notified in writing by the department. All the Applicant’s costs and charges incurred as a result of making this application shall be for the applicant’s account and cannot be claimed as part of the project. |

**The Data Protection Act: Freedom of Information Act 2000**

The Department for Communities and Local Government undertakes to use its best endeavours to hold confidential any information provided in any application form submitted, subject to our contracting obligations under law, including the Freedom of Information Act 2000. If you consider that any of the information submitted in the application form should not be disclosed because of its sensitivity then this should be stated with the reason for considering it sensitive. The department will then consult with you in considering any request received under the Freedom of Information Act 2000 before replying to such a request.

Applicants should be aware that the following conditions will also apply to all bid applications:

* We may use your information for the purposes of research and statistical analysis and may share anonymised information with other government departments, agencies or third parties for research and statistical analysis and reporting purposes.
* Our policies and procedures in relation to the application and evaluation of grants are subject to audit and review by both internal and external auditors. Your information may be subject to such audit and review.
* We propose to include light touch monitoring by the department utilising publicly available information. We would encourage applicants to regularly publicise progress on their websites and disseminate good practice.
* The department will publish summaries of all successful bids.