



PROPERTY RESILIENCE GRANT FORM INFORMATION

These notes should be used in conjunction with the guidance given in the Cumbria Household and Business Flood Resilience Scheme guidance and the application form.

Note 1

Reference question 1. Your details

Nature of interest is defined as the applicants interest in the flooded property, this will determine qualification for the grant and those who are eligible are listed: Leasehold and Freehold Owner Occupiers, Private Sector Landlords, Register Providers (RP), shared ownership, leasehold managers, Businesses, Public bodies, registered charities and any other owner as determined acceptable by the Local Authority.

Household Occupants and Business Occupants with a Tenants interest will only be permitted to make an application if landlord permission is sought and provided with the application. Duplicate applications will not be permitted.

Note 2

Property Flooded

Details should be provided of the property flooded. Applications will only be accepted for domestic dwellings and Business registered for Business Rates.

Applicants should list all the properties to which the application relates this should be the full postal address, including postcode. Multiple addresses will be accepted for Leasehold managers, Register providers, Private Sector landlords, Public Bodies and community applications. If details of a property are not listed then the property will NOT be considered for grant funding.

Ground floor flats will qualify for grant funding, where the property is registered for Council Tax as an individual dwelling. Landlords of Houses in Multiple Occupation will only be eligible for a single property grant, unless the dwelling contains a Self-Contained Unit on the ground floor which is registered separately for Council Tax. Owners of properties which were empty at the time of the floods will qualify for grant funding, if they were registered as long terms empty with Council Tax or Business rates previous to the floods occurring.

Properties registered as Second Homes under Council tax are NOT eligible for grant funding.

Verification of property ownership and Council Tax/Business Rates status maybe sought as part of your application.

Note 3

Itemised quotations for works should be provided by applicants using the table within the application form or a similar schedule. Further schedule documents can be obtained from the Council and are available on the flood recovery pages.

Note 4

You should ensure that quotes are; independent of the applicant, are comparable or of similar specification, they are dated, show the suppliers address, telephone number and contact details, give the VAT number (if the supplier is VAT registered) and show the company registration number if they are Limited.

The Council strongly recommends that Professional advice is sought regarding the measures you may wish to have undertaken in your home. This would apply to overall restoration works being carried out in the property or works solely relating to resistance or resilience measures. Cost associated with obtaining professional advice about resistance/resilience measures will be considered as part of your grant application, maximum amount for ancillary/professional services is £500 of the maximum grant, £5,000.

Costs for Professional services will only be considered if professional reports are provided with the grant application. Costs will only be included if the professional holds a recognised qualification and they can demonstrate competence to offer such advice to householders.

Alternatively tailored made reports can be obtained FREE from the DEFRA website, property protection advisor. This will offer a good indication of some measures you may wish to consider and is a free source of information.

Note 5

Retrospective applications will be considered on a case by case basis. Costs must be proportionate and the applicant must be able to demonstrate good value for money. In some instances the Council may wish to refer to a national schedule of rates for retrospective applications. Applicants will need to provide letter headed accounts from any contractor undertaking works where claims are made in retrospect. All works undertaken will still be subject to grant approval.

Note 6

What to expect once your application is submitted.

The Council will endeavour to ensure that all applications for grant funding are acknowledge within 14 days of receipt. Valid and Complete applications for grant funding will be processed and approved within 30 days of the acknowledgement or where information is missing the Council will advise applicants within this initial 14 day period.

All grant applicants will receive an official approval notice from the Council, which will validate the grant application.

Claims for final payment should be made within 12 months of the grant approval. However all claims should be made before 15th December 2016. Any payments will be made within 30 working days from the receipt of the contractors FINAL accounts and the householders claim for final payment form. The Council may request BACS information as part of this process.

In order to deal with your application as efficiently as possible, we ask that you only follow up your application if you have not received any acknowledgement or communication within the time scales set out.

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