



## **Home Health Fund**

# **Guidance for Application**

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## 1. Introduction

- 1.1. This document is aimed at those intending to apply for the Home Health Fund (“the Scheme”) grants held by East Hampshire District Council (“EHDC”).
- 1.2. Applications for the Scheme will be open from **15<sup>th</sup> June 2026**.
- 1.3. The scheme is run under the Allowable Solutions Scheme funded by a contribution received from Radian, the developer at Quebec Park, one of the main regeneration sites in Whitehill & Bordon. The Allowable Solutions Scheme gives developers an economical way of compensating for the carbon dioxide (CO<sub>2</sub>) emission reductions that are difficult to achieve through normal design and construction. Radian made a financial contribution which invests in either on or off site carbon saving projects.
- 1.4. In line with the principle of Allowable Solutions Scheme, the Scheme aims to help vulnerable homeowners improve the energy efficiency of their properties, helping them reduce their energy bills as well as save carbon emissions.
- 1.5. For the purpose of the Scheme, vulnerable homeowners are residents within the Whitehill and Bordon Area that are vulnerable to the effects of living in a cold home. This can include, but is not limited to;
  - Homeowners over the age of 60 years old
  - Individuals with health conditions
  - Individuals with children 5 years and under
- 1.6. For the purpose of the Scheme, the Whitehill and Bordon area is defined as the following wards
  - Whitehill Hogmoor and Greatham
  - Whitehill Chase
  - Whitehill Pinewood
  - Lindford

## 2. Eligibility to Apply

- 2.1. To be eligible to apply, your property must be within the Whitehill and Bordon area
- 2.2. The funding is not available to a Developer and must be to an individual.
- 2.3. An individual could be
  - A homeowner
  - A tenant

- A landlord with a vulnerable tenant
- 2.4. EHDC may consider applying the scheme to a larger area should there not be interest in the designated area.

### 3. Timescales

- 3.1. EHDC will hold a panel once a quarter to assess the applications received until the funding is allocated.
- 3.2. Once a decision is made, funding will be awarded through a grant letter and funding agreement which will set out the terms.
- 3.3. Payment will be made in arrears subject to backing invoices being provided as to the works being undertaken. Payment terms will be 28 days.
- 3.4. If payment in arrears is a problem, please discuss this with the Council by contacting [CIL@easthants.gov.uk](mailto:CIL@easthants.gov.uk)
- 3.5. It should be anticipated that the assessment timescale could take up to 12 weeks however EHDC may process requests quicker
- 3.6. EHDC may batch assessment of applications in order to facilitate better resourcing of officers time and enable group decisions to be made.

### 4. How much money is available

- 4.1. There is approximately £35,000 available to be applied for.
- 4.2. Applications up to the value of £3,500 will be accepted for consideration.
- 4.3. Applications must include any VAT intended to be covered by the grant, as VAT will not be added to or paid in addition to the awarded grant amount.
- 4.4. Applications requesting more than £3,500 will be rejected prior to consideration.
- 4.5. The funds will not be continually replenished and once these funds are depleted, it is not envisaged this process will continue.
- 4.6. Money will not be awarded solely for any Energy Performance Certificates (EPC) however a maximum of two EPC can be claimed from the award granted.
- 4.7. Claims for EPC on top of the award will not be accepted.

## 5. What Projects can be funded

- 5.1. Projects must be in accordance with the terms of the funding obligation from the S106 agreement.
- 5.2. This means that the funding must be applied to projects that improve energy efficiency and/or reduce carbon output and improve the sustainability of properties within the Whitehill and Bordon area.
- 5.3. Acceptable projects could relate to
  - Replacing old windows to make a house more energy efficient
  - Replacing an old boiler
  - Draught proofing a property
  - Installation of renewable technology
  - Improving insulation/ adding cavity wall insulation
- 5.4. The principle of the projects must be to make the property energy efficient and/or improve the sustainability of the property. So long as the projects is evidenced and falls within the scope set out, it will be considered.
- 5.5. Applications must not be retrospective - that is to replace money already spent, or to cover items or services that have already been purchased. Individuals should not commit themselves to a project, or any spending before any final decision is made.

## 6. Determining Applications

- 6.1. The Applicant should review the Scoring Matrix alongside the other documentation provided to understand how the applications will be reviewed and scored.
- 6.2. Please note, any applications that does not pass the mandatory pass/fail questions will not be successful and scoring would not continue on the basis that any further scoring would not be able to outweigh that factor.

## 7. Right of Challenge

- 7.1. Applicants will be notified by email of the outcome of their application.
- 7.2. EHDC has set out the mechanism and governance for the process of allocating funds in its S106 spending process. Applications will be considered through due process, including consideration by the Portfolio Holder for Whitehill and Bordon. There is no formal right of challenge to the decision.
- 7.3. Should an applicant have queries regarding their outcome, they should contact [CIL@easthants.gov.uk](mailto:CIL@easthants.gov.uk) to discuss why their application was assessed as such.

## 8. GDPR and availability of information

- 8.1. The information EHDC collect on the application form is necessary to process your grant application.
- 8.2. The lawful basis to collect this information is that it is necessary for the performance of the potential contract to which you would be party (i.e. the grant award). We will keep your information on file in line with our retention schedule ([www.easthants.gov.uk/retention-schedule](http://www.easthants.gov.uk/retention-schedule)). You have a number of rights about how your data is used. For more information go to: [www.easthants.gov.uk/privacy-policy](http://www.easthants.gov.uk/privacy-policy).

## 9. Contact

- 9.1. Any queries relating to this application process should be directed to the Developer Contributions Team, by emailing [cil@easthants.gov.uk](mailto:cil@easthants.gov.uk). Please make the nature of your query clear in the subject of the email.