



*Proud of our past. Energised for our future.*

### Application for Property Level Flood Resilience Grant

Please ensure you are eligible for the resilience grant by reading **Property Level Flood Resilience Grant Scheme: Cumbria 2015** information on [copeland.gov.uk](http://copeland.gov.uk) website **before** completing this form.

**Your details:**

Name of applicant: .....

Nature of interest (freeholder/leaseholder): .....

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Are you responsible for the fabric of the building?

(Answer **yes** or **no**).....

Current address: .....

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Postcode: ..... Email: .....

Landline telephone number: .....

Mobile telephone number: .....

**Property or properties flooded:**

Address of property applying (if different to above), including postcode:

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..... Postcode: .....

**Where you are applying for a grant to cover a number of properties, please attach a list of all properties to be included.**

Was your property flooded between 3 and 11 December 2015?

(Answer **yes** or **no**).....

Date property was initially flooded? .....

## Cause of flooding

If you know the direct cause of the flooding, please tick below.

If you do not, we recommend you have a survey.

- |                           |                          |                        |                          |
|---------------------------|--------------------------|------------------------|--------------------------|
| Blocked/overwhelmed river | <input type="checkbox"/> | Tidal/coastal flooding | <input type="checkbox"/> |
| Blocked drainage          | <input type="checkbox"/> | Surface runoff         | <input type="checkbox"/> |
| Groundwater               | <input type="checkbox"/> | Extreme rainfall       | <input type="checkbox"/> |

Other (please specify) .....

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## Property Construction

Please briefly describe your property's construction and the primary damage caused:

Year property built (approximate): .....

Do you have cavity wall insulation? (Answer **yes** or **no**) .....

Do you have airbricks? (Answer **yes** or **no**) .....

What type of floor does your property have?

- Solid                       Concrete                       Suspended

Outline the damage that was caused and provide any photos that you have to support your application:

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## Grant application

Is your grant application for resilience/resistance measures that you will install before 11 December 2016?

(Answer **yes** or **no**).....

Is your grant application a retrospective application for resilience/resistance measures that you have already purchased and installed following the flooding)?

(Answer **yes** or **no**).....

## Resilience measures

Please indicate which of the available resilience measures you intend to install, or have installed (if a retrospective application), and cost (including VAT).

Two itemised like-for-like quotes should be provided with your application to support the identified cost. Alternatively, retrospective applications should answer the 'Itemised quotes' question.

While applicants are not required to seek professional advice prior to making an application under this scheme, they are strongly advised to have a survey of their property carried out to assess the flood risks and potential solutions.

Should you choose to seek professional advice prior to making an application, you can retrospectively claim up to £500 of the cost as part of your application.

If you already had, or intend to have a survey carried out, please submit the report with this application. Otherwise, when selecting which measures you intend to install, please read the application guidance note. We also strongly advise you to consider the information available on reference websites such as:

<http://www.nationalfloodforum.org.uk/property-level-protection-community-tool/>. The guidance will help you to select the appropriate resilience/resistance measures for the nature of flooding in your area. However, not all of the identified measures may be appropriate and may make limited difference to protecting or minimising the damage to your premises.

It may be more effective to combine grants with your neighbours in order to carry out a larger scale scheme to protect all your properties. Where grants are to be combined, a survey will be required to support the application. Where you are combining grants, this form should include works to all properties.

For flats, normally only one £5,000 will be available for each ground floor property.

Please note that the maximum grant that can be applied for is £5,000 (including VAT). Any costs incurred above £5,000 will need to be met from your own funds. Remember to include VAT costs in your calculations.

<b>Resistance Measures</b>	<b>Cost £</b>
Airbrick cover	
Automatic door guards	
Automatic window guards	
Demountable door guards	
Demountable window guards	
Garage/driveway barrier	
Install chemical damp-proof course below joist level	
Mount boilers on wall	
Move electrics well above likely flood level	
Move service meters well above likely flood level	
Move washing machine to first floor	
Non-return valve 110mm soil waste pipe	
Non-return valve 12mm overflow pipe	
Non-return valve 40mm utility waste pipe	
Permanent flood door	
Professional advice on flood resistance/resilience	
Raise floor above most likely flood level	
Replace chipboard flooring with treated timber floorboards	
Replace chipboard kitchen/bathroom units with plastic units	
Replace doors, windows, frames with water-resistant alternatives	
Replace floor including joists with treated timber to make water resilient	
Replace gypsum plaster with water resistant material, such as lime	
Replace mineral insulation within walls with closed cell insulation	
Replace ovens with raised, build-under type	
Replace sand-cement screeds on solid concrete slabs (with dense screed)	
Replace timber floor with solid concrete	
Re-pointing external walls with water resistant mortar	
Self-closing airbricks	
Septic tank resistance or resilience measures (such as isolation valves, venting above flood level, and so on).	
Sewer bung	
Silicone gel around openings for cables, and so on	
Sump pump	
Toilet pan seal	
Water resistant repair mortar	
Waterproof external walls	
Any other measures (please list):	
<b>Total cost of measures</b>	

Total amount of grant applying for if different (maximum £5,000 including VAT)

## **Itemised quotes**

Two like-for-like, itemised quotes for the purchase and installation of the identified measures should be included with your application. If you have not been able to get two quotes, or you have not selected the cheapest itemised quote, please briefly explain why (for example, you have been given a single quote by your insurance company or utility provider).

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## **For retrospective applications only**

If you are applying for works that have already been undertaken, please describe how you ensure value for money (for example, you used your insurance company contractor, or the Environment Agency's Property Level Protection Scheme contractor, or you sought quotes from a range of providers). Evidence of quotes and invoices should be included with your application.

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**Alternative funding**

Have you received any alternative funding (such as previous grant funding or insurance claim payment or Environment Agency Property Level Protection Scheme) for any of the works or equipment you are applying for grant funding for?

(Answer **yes** or **no**).....

If yes, please confirm this funding does not duplicate the Property Level Flood Resilience Grant support.

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**Date of grant claim**

If your application is approved, please indicate the month you expect to make a grant claim. Grant claims can only be made once the installation has been fully completed

Month claim is to be made: .....

## Declaration

**Where you are applying for a grant to cover a number of properties, representatives of all the affected properties for the scheme should sign this declaration.**

I am/we are responsible for the fabric of the building/s and no one else is making an application on the property under this grant scheme.

To the best of my knowledge, the information on this form and all other information given in support of this application, is correct.

I confirm that I understand the purpose of this form and the reasons for the collection of my/our personal data (to the extent that this form contains information which is personal data for the purposes of the Data Protection Act 1998) and that I agree to my/our personal data being used as stated. This data may be shared with the Environment Agency and other Government bodies.

**If any information changes I will tell Copeland Borough Council immediately.**

**Warning:** if you knowingly or recklessly make a false statement to obtain grant for yourself, or anyone else, you risk prosecution and the recovery of all grant payments. By signing this form you are agreeing that you have read and agree with the above declaration.

Applicant(s) signature(s): .....

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Applicant(s) name(s) (print): .....

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Date: .....

### **Please return your completed form to:**

Louise Coid  
Copeland Borough Council  
Moresby Park  
WHITEHAVEN,  
CA28 8YD

Further advice on the completion of this form is available by contacting Copeland Borough Council on 01946 598300.