



registrations and that their quotation is deemed reasonable. If your preferred contractor does not provide the lowest quote, and you wish to appoint them, you will have to pay the difference. Any financial assistance will be based on the lowest quote received.

5. Once at least 2 quotations for the work have been obtained the financial assistance will be approved.
6. Once you receive a formal approval from the Council you can instruct the contractor to start works. Please note that throughout the works the contract is between you and the contractor, and the Council has no responsibility for the contractor or their standard of their work.
7. Once works are complete you must contact the Council to arrange a final inspection. Monies will only be released once the Council is satisfied that the works have

been completed to a satisfactory standard and a copy of the invoice has been received.

8. In the case of a landlord application, the landlord would be required to pay the first £1000 to the contractor before the Council will release their monies.
9. On completion you must be aware that responsibility for servicing and maintenance following installation lies with the homeowner or landlord. If you believe you would be eligible for assistance please call **01243 521041**.

Alternatively, for more information and to discuss the scheme in more detail please contact the Environmental housing on 01243 534608 or email environmentalhousing@chichester.gov.uk www.chichester.gov.uk/article/24478/Housing_financial_assistance



Chichester Warm Homes Initiative

An information leaflet for homeowners, landlords and tenants explaining financial assistance to improve the standard of heating and insulation within their property.

chichester wellbeing





Chichester Warm Homes Initiative

Chichester District Council has identified that many properties within the district have inadequate heating and insulation, and a proportion of our residents are experiencing fuel poverty. The Council is therefore offering financial assistance to homeowners and landlords to improve the standard of heating and insulation within their properties.

Financial assistance is available to homeowners and tenants who have less than £16,000 in savings and have a household income of less than £20,000. Funding is available to meet the cost of obtaining an Energy Performance Certificate (for homeowners only), a whole-house efficient heating system and thermal insulation.

Homeowners are eligible for the full cost of the required works, up to a maximum of £5,000 for a gas-fired boiler or £8,000 in the case of an off gas property and this is repayable on sale of the property.

In the case of tenants, landlords must pay the first £1,000 and the remaining £4,000 would be funded by the Chichester Warm Homes Initiative. Financial assistance would need to be repaid if the property was sold within 10 years of the funding approval being issued. Furthermore throughout the 10 year condition period, the property must remain tenanted.

The process of obtaining financial assistance

1. If you believe you would be eligible for assistance please contact the Chichester Wellbeing Team on **01243 521041**.
2. A Home Energy Visitor will then contact you to arrange to visit. Prior to visiting, the officer will ask you for

some basic information in relation to the works required and your financial situation. In addition you may be required to obtain an Energy Performance Certificate but you will be advised if this is necessary.

3. During the home visit you will be required to complete an application form and submit proof of your income and savings. You will be required to provide at least 3 months wage slips and account statements with your application. For tenants you will be required to complete a financial assessment form, the application form will have to be completed by your landlord.
4. If you are eligible for assistance the next step will be for you or in the case of tenants, your landlord is to obtain at least 2 quotes for the works. You may wish to pick one from a list of contractors who have previously undertaken similar work to a satisfactory standard, or contractor has the necessary

