**Application Form - Brownfield Land Release Fund 2 (BLRF2) Round 2**

Thank you for your interest in applying for project funding. Please consult the Fund Details and FAQs **before** completing this form. Applicants should liaise with their local One Public Estate (OPE) Partnership in order to submit this application. [One Public Estate Regional Programme Managers](https://www.local.gov.uk/topics/housing-and-planning/one-public-estate/contact-ope) can be contacted for further advice.

One application form and one technical annex must be submitted **per site**. One Basic Details Form must be submitted **per OPE partnership**, who will coordinate and submit all applications within the OPE partnership area.

**Please do not exceed 15 sides of A4**. Supporting evidence must be provided as separate attachments, which should be clearly labelled. There is no need to include whole documents such as complete Local Plans or Housing Strategies where these are publicly available electronically but relevant policies and objectives of such documents should be clearly referenced where they are relied upon as evidence.

Please complete Sections 1-4. A checklist tool is provided at the end of this application.

**Section 1: Project Details**

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| Project name: | *Project name must be an exact match for the project name given in the Basic Details Form and the Technical Annex.* |
| OPE Partnership name: |  |
| OPE Partnership Programme Manager contact: | *Provide name, job title, organisation, telephone and email contact.* |
| Local Authority: | *This is where the site is located, and will be the local authority receiving the BLRF2 Funds* |
| Project description (500 words): | *Please provide a short description of the project and suitability for BLRF2.* |
| Total amount of BLRF2 requested (£): | *£ To be rounded up to the nearest pound* |
| Number of additional homes unlocked: | *This figure should be an exact match for the totals in the Technical Annex and Basic Details Form.*  *This total figure should not include any homes that will be demolished/replaced.* |

**Section 2: Project Eligibility**

*Applications must confirm they meet the Eligibility Criteria within the Basic Details Form (BDF). If you are unable to answer Yes to all the criteria in the Basic Details Form, please contact your OPE Regional Programme Manager before continuing, as ineligible applications will not be assessed.*

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| I confirm that I have completed the eligibility table in the BDF and it identifies the project as eligible: | *Confirm/Unable to confirm* |

**Section 3: Gateway Criteria**

**Value for Money**

*Applications must achieve at least a “Low/Acceptable” Value for Money (VfM) category. This is when a scheme is consistent with a Benefit Cost Ratio (BCR) of 1.0 or above after both the Benefit Cost Ratio (BCR) and Non-Monetised Impacts (NMIs) are taken into account*

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| Have you completed the Technical Annex and submitted it with your application? | *Yes/No* |
| Is your Initial Value for Money Category from the Technical Annex at least “Low/Acceptable”? | *Yes/No* |

**Market Failure**

*Proportionate evidence should be submitted to justify why the project needs government financial support. Ideally a RICS compliant development appraisal would be required to show the project is currently not viable but for smaller projects alternative evidence of market failure can be provided.*

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| Is the site currently prevented from being released due to a specific market failure which BLRF2 funding will help to overcome? | *Yes/No* | |
| Describe the market failure which applies to this site and how BLRF2 funding will help to enable release: | *Please describe how BLRF2 funding will enable the release of this site. Please refer to the Fund Details for examples of acceptable evidence for this question.*  *Further guidance on market failure can be found in the DLUHC* [*Appraisal Guide*](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/576427/161129_Appraisal_Guidance.pdf) *and the FAQs.* | |
| Estimated current site value: | *£* | |
| *Please provide a short narrative on how this figure was calculated, including internal/external valuation.* | |
| Estimated remediation/abnormal/ other costs breakdown where BLRF2 funding is being sought: | *Please provide a list of each capital works activity and associated eligible cost[[1]](#footnote-1) that you are requesting BLRF2 funding for.*  *Please attach quotes as evidence, if available, and ensure these are clearly referenced against the costs.*  *Please include with your cost estimate the base date for tender prices and source (if using an index) eg BCIS TPI Q4 2025.*  *Figures should be rounded up to the nearest £* | *£* |
|  | *£* |
|  | *£* |
|  | *£* |
|  | *£* |
| ***Total*** | ***£*** |
| Estimated site value following BLRF2 funded works: | *£* | |
| *Please provide a short narrative on how this figure was calculated, including internal/external valuation.* | |
| Have you submitted evidence to justify why the project requires public sector funding support? | *Yes/No* | |
| *Please provide the name of the attachment/s.* | |
| If applicable, could the viability/funding gap be solved by reasonable changes to the specification of the scheme that would be acceptable to the local authority? Please outline the changes considered and why they have been disregarded. |  | |
| Number of homes that would come forward in the absence of BLRF2: | *Please provide an estimate of the number of new homes which would come forward if BLRF2 was not awarded.* | |

**Deliverability and Risk Mitigation**

*Applications must provide evidence that the award of BLRF2 funding will enable the release of the land for housing development by 31 March 2027. A critical path for procurement of the works, securing planning permission, site disposal and delivery of the development should be provided.*

**Deliverability**

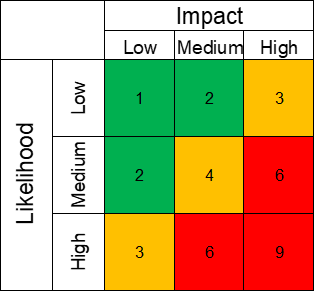
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| If BLRF2 funding is awarded, will the land be released by 31 March 2027? | *Yes/No* | |
| Please detail how land will be released by 31 March 2027; supporting evidence is expected. |  | |
| **Intended route for land release** | **Yes/No (choose one)** | **Reason/detail - where relevant a copy of any transfer and associated legal agreements should be provided/cross referenced** |
| Will the land be released via an unconditional contract?  *Note: this could be a development agreement / building licence with a delivery partner when it goes unconditional and the freehold / leasehold is transferred.* |  |  |
| Will the land be transferred to a development vehicle owned / partly- owned by the local authority?  *Note: this could be a Local Authority wholly owned housing delivery vehicle or a public–private JV.* |  |  |
| If neither of the above, will the land be released at the point at which development begins on site?  Note: this will be a physical start on site. *Please refer to our FAQs for our definition of start of site.* |  |  |
| If none of the above, will the land be released at the point of exchange of contacts for the first plot in a Self or Custom Build scheme? |  |  |

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| Is a detailed project plan attached, identifying key milestones? | *Yes/No* |
| *Please attach to your application and reference the name of attachment below. This should be a Gantt chart or similar, outlining the procurement and delivery of the funded works, marketing strategy, disposal and delivery of the development. It should also include any planning consent related activities, as required.*  *Milestones must clearly align to those stated in the Basic Details Form.* |
| Does the site have full or outline planning consent or pre-app advice? | *Yes/No* |
| *Please refer back to the Fund Details, which outline what evidence is required to support application depending whether your project does or does not already have planning permission.* |
| Please describe how the BLRF-funded works would be procured: | *Please outline whether a contractor has been procured, whether a procured contractor panel will be used, or whether a full works procurement process will be required or similar approach.* |

**Mitigation of Risk**

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| Has this project received any approval or support from relevant stakeholders to date? | *Where the site has been signed off for disposal e.g. by committee, or cabinet, please attach the decision.* |
| Please describe how the project will be governed and managed | *Please describe the processes for governance and oversight of the delivery of the project.* |
| Please outline the resources that will be allocated to support the project. |  |

*Applications must demonstrate that risks have been appropriately considered, with mitigation options in place. Summarise below the top 5 risks for the delivery of the project and the release of the land for housing, having regard to the considerations outlined in the Fund Details.*

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| Risk | Mitigation | Risk Matrix Score (1-9) |
| ***EXAMPLE:***  ***Inflationary costs & supply chain:*** *Increase in construction costs (which has impacted labour and materials). Additional risk for unforeseen environmental or regulatory requirements that will impact on budget* | * *Include construction risk allowance within budget.* * *Early engagement with statutory consultees if additional regulator requirements are necessary* * *Early engagement with quantity surveyors to monitor comparable project construction costs.* * *Undertake value engineering* * *Early engagement with contractors.* * *Undertake any necessary surveys.* | *4* |
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**Section 3: Project Prioritisation Criteria**

If the project passes both eligibility and gateway criteria, it will be prioritised for funding using the following information. Please ensure you complete all sections related to the Strategic Case, Innovation and Public Sector Equality Duty before going to Section 4.

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| --- | --- | --- |
| Place based metrics: | *50%* | *This is automatically calculated. Do not amend. Please continue to the Strategic Case section below.* |
| Strategic case (1500 words): | *35%* | *Applicants should demonstrate how, and the degree to which, the site will:*   * *contribute to the delivery of the applicant’s housing strategy;* * *align with regeneration and placemaking strategies;* * *meet up to date local plan objectives including regeneration, design and density and/or meet other relevant council strategies;*   *Equally, applicants should demonstrate how the site will meet other relevant council strategies and associated objectives, including:*   * *support economic recovery;* * *provide skills and apprenticeships opportunities;* * *commit to local employment and reduce unemployment;* * *commit to local suppliers;* * *meet a particular need e.g. key worker or affordable housing, a mix of tenures, for older people, or schemes that will benefit ex-service personnel, homeless or ex-offenders.*   *Applicants should ensure relevant strategies and objectives are clearly referenced, and explain how these are specifically applicable to the proposed B/LRF site.*  *Applicants should include the date that the council’s Local Plan was last reviewed or adopted.*  *Further support on how to complete this section will be provided through a workshop, details of which will be shared with partnerships and available online.* |
| Innovation (500 words): | *10%* | *Applicants should detail how they will demonstrate positive local economic impact where possible maximising the involvement of SMEs. Other areas of innovation could include:*   * *proposals to take forward development at pace;* * *proposals to work with private developers who are taking forward modern methods of construction/innovative design;* * *joint ventures;* * *joining-up across local authority boundaries;* * *a commitment to net-zero carbon opportunities;* * *self and custom build;* * *community-led.*   *Applicants should ensure relevant strategies and objectives are clearly referenced, and explain how these are specifically applicable to the proposed B/LRF site.* |
| Public Sector Equality Duty (250 words): | *5%* | *Applicants should demonstrate how and the degree to which the site will have a positive impact for people who share one or more protected characteristics (as defined in the Equality Act 2010). Examples of a positive impact could include:*   * *Proposals to bring forward development in areas where those sharing one or more protected characteristics have disproportionately low home ownership* * *Proposals in areas where those sharing one or more protected characteristics suffer disproportionately from overcrowding.*   *Applicants should demonstrate how PSED will be applied for the prospective residents due to live in the B/LRF supported homes.* |

**Section 4: Application sign-off**

All project applications must include an application form and technical annex, as well as a completed BDF tab, and be approved by the applicant Local Authority Chief Executive, or Section 151 Officer.

One application form and one technical annex must be submitted per site, alongside one Basic Details Form on behalf of the OPE partnership which includes **all** sites being submitted.

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| Application approval | |
| Name: |  |
| Job Title: | *S151 Officer* ***or*** *Chief Executive* |
| Signature: |  |
| Date: |  |

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| **Full Application Checklist *(For applicant’s reference only)*** | **Yes / No** |
| **Your application** |  |
| Have you attached the relevant planning permission decision notice, S106 agreement or conditions document? |  |
| Have you notified your MP of your application? |  |
| Have you submitted one Application Form and Technical Annex per project? |  |
| Have you made sure the project name on your Application Form, Basic Details Form and Technical Annex is exactly the same? |  |
| Have you checked the information on your representative Partnership’s Basic Details Form, to make sure the information is consistent across your Application Form and Technical Annex? Specifically:   1. The project name 2. Milestones 3. Housing figures 4. Bank details |  |
| Have you read the draft Grant Funding Agreement, and are you happy with the terms outlined in the document if you were to be successful with your application? |  |
| **Technical Annex** |  |
| If your gateway Value for Money category is below “low/acceptable”, have you included non-monetised impacts? If yes, have you made sure the necessary evidence has been referenced as points within the application form and/or attached as appendices? |  |
| If you have adjusted your existing site value, have you made sure the supporting evidence has been referenced as points within the technical annex and/or attached as appendices? |  |
| If you have high levels of affordable housing because it aligns with your local strategy (which impacts market failure), have you made sure the necessary evidence has been referenced as points within the application form and/or attached as appendices? |  |
| **This application form** |  |
| Have you referenced or attached any evidence that justifies your site valuation? |  |
| Have you referenced or attached the evidence that justifies your BLRF2 funding ask? |  |
| If your project is over 100 homes or requesting more than £750,000 have you attached a RICS compliant appraisal? |  |
| Have you clearly outlined your proposed timescales for delivery (making sure the milestones are consistent with those outlined in the BDF) and referenced or attached any evidence that justifies your approach? |  |
| Have you referenced or attached evidence that links your project to local policy and objectives such as your Local Plan? |  |
| Have you referenced or attached evidence that demonstrates innovation and how the Public Sector Equality Duty is met? |  |
| **Additional Checks** |  |
| If you have attached any appendices, have you made sure your application clearly states the page number and section of the point you wish the assessor to consider? |  |
| Have you checked all appendices are appropriately named and clearly numbered? |  |

1. Further information on what are eligible costs are set out in the Fund Details and FAQs. [↑](#footnote-ref-1)