# salix

# ABSSUSSE CUICE

elele

May 2024

# Contents

Pg 3 - 17	How to create a new batch
Pg 18 - 21	How to resubmit a batch with amendments
Pg 22 - 26	How to resubmit a batch with additional comments
Pg 27 - 29	How to view FY1 batch comments
Pg 30 - 31	How to check your batch application status
Pg 32 - 33	How to view and filter all your batch applications
Pg 34 - 37	How to personalise your batch view
Pg 38 - 39	How to sign up to ABS

## How to create a new batch





## Select relevant financial year

Project       Every start by fulling us which financial year you need funding for       Project       2022/4       2022/4       2022/4		
Project Lat's start by billing us which financial year you need funding for Financial year* 2023/4 2023/5 Save Discard Submit N	tch Application Form	
Let's start by tilling us which francial year you need funding for Financial year* 2023/4 2023/4 2023/4 Discard Salam Discard Salam II	Project	
Ensertial spare*	Let's start by telling us which feancial year you need funding for	
2023/4 2023/5 Discard Submit for	Financial year *	Con
2023/4 2024/5 Save Discard Submit 6	^	
2024/5 Save Discard Submit 5	2023/4	
EVEN D	2024/5	Save Discard Submit for OR Rev

tch Application Form				i i i
Project Let's start by telling us which it Financial year* 2024/5	hnancial year you need funding for	x •		8 84
Project*© project_id T_D001 Project name Test Project	Homes Anded 1500	a)		
		_	Save Discard	Submit for GR Revi



#### Select the council you are submitting on behalf of

5

annya		- restlice the barge
Application Form		×
June	5.00M	e
tch details		
jett ID	Batch 10	
.0001	Not yet assigned	
manisation		
Junanovi		
BS Demo for		
1.5.5.5.1.1.1.0.1		
ich submitted by *		
Adur District Council		
Castle Point District Co	unot.	- Challene
Council Name		
No data	a found	
A01 1 mon	e 10w8	
		Save Discard Submit for GR Review

6 To include homes from another council on to the batch, click "Add" and select council from drop down options

Other Co	ouncils			
Please add o	ther councils contributing to	this batch to the table b	elow	
	uncil Name	*		
_	No data found			
Add	1 more rows			
_				
All of the ter	ms below will need to be agre	eed to for a batch applica	ation to eligible for submission. You n	nay press the 'Yes
-				



Agree	batch	terms

lease add other councils contributing to this batch to the table below		
Council Name 👻		
1 Castle Point District Council × ~		
Add 1. more rows		
'erms		
erms	deviseder. You may press the "Yes to all touttor to accept all the affernations in a single cite	x.
erms	devisation. You may press the "Yes to all footbor to accept all the afformations in a single cho	*
erms I at the terms being will need to be agreed to firl a batch application to eligible for so Yes to all	deviation. You may press the "Yes to all faulton to accept all the attenuations in a single clo	
erms I of the terms being will need to be agreed to fire a batch application to eligible for so Yes to all	devised on. You may press the "Yes to all faultion to accept all the attenuations in a single cho	a
Terms I of the levers below will need to be agreed to far a batch application to eligible for so Vers to all A. The level LA affirms that all flouses submitted as part of this batch have received	denission. You may press the "Yes to all footien to accept all the afformations in a single cite 20. The lead LA offerna that all foccies subwrited as part of the batch have consented	is, 20, The lead LA affens that the batch meets the schemer's decired EPC apprations to
erms Lat the terms below will need to be agreed to fix a batch application to eligible for so Yes to all A. The least LA affers that all focuses subiritied as part of this batch have received notific assessments and a medium term improvement plan from a retrofic coordinator	devisation. You may press the "Yes to all faultion to accept all the affirmations in a single clic 20. The lead LA affirms that all hackes submitted as part of this batch have concerned to inciden measure ()	a. 2C. The lead LA affress that the batch meets the schemer's desired EPC apprations to improve EPC Samd F-D homes to all lead band EPC band E-D homes to band C.
Cerns In the terms before will need to be agreed to fire a batch application to eligible for so Yes to all A. The least LA affrees that all floures subinitized as part of this batch have received received essessments and a medium term improvement plan from a retrofit coordinater (	devisation. You may press the "Yes to all" toation to accept all the affirmations in a single che 28. The level LA offirms that all hooses submitted as part of this batch have consented to receive measures ()	20. The lead LA efforms that the botch meets the scheme's desired EPC applications to improve EPC tank F-0 hones to at least band EPC bank E-D honess to band C, and/or where this target is not possible takes a barrie first and value for money research (F).
erms In the terms before all event to be agreed to be a batch application to eligible for so Vers to all A. The lead LA afferms that all flouses sublented as part of this batch have received pote assessments and a medium term improvement plan from a referit coordinates 1	devision. You may press the "Yes to all toother to accept all the affernations in a single clo 28. The lead LA afferns that all foosies submitted as part of this batch have consented to incidive measures ()	2C. The bead LA affirms that the batch meets the scheme's desired EPC applications to improve BPC bane E-D homes to all least band D and EPC banks E-D homes to band C, and/or where this target is not possible takes a father. That and value for momey approach. <sup>(1)</sup>
Events Left the terms before either event to the algored to the algored to the algored to the algored to set Vers to all The field LA afferens that all flourises sublimited as part of this batch have received poth essensments and a medium term improvement plan from a retrofit coordinater ) Yes No	devision. You may press the "Yes to all toother to accept all the affernations in a single clo 28. The lead LA afferns that all hooses subwitted as part of this batch have consented to incidive measures () Yes	a. 20, The band LA affirms that the batch meets the scheme's desired EPC applications to improve EPC band E-D homes to all least band ED band EPC bands E-D homes to band C, and/or where this target is not possible takes a father. That and value for money approach:0 Yes No.
Events In the toron before oil event to be agreed to be a batch application to eligible for so Vers to all A. The lead LA afferes that all houses subletited as part of this batch have received out assessments and a medium term improvement plan from a retrofit coordinate Yes No D. The lead LA afferes that a Space Headro Demand tarver of 90 Webhol/hear has	devisation. You may press the "Yes to all" builton to accept all the affirmations in a single clo 28. The lead LA affirms that all hooses submitted as part of this batch have conserved to inciden measures () Yos No.	2C. The load LA afferes that the botch meets the scheme's desired EPC appliations to improve EPC band F-D homes to all lead band EPC band E-D homes to baid C, and/or where this target is not possible takes a hatric first and value for money approach.           Ves         No           25. The load LA upbertands that by 05562 according the datable canceller in this.

atch	property types									
lease cli	ck the blue 'add' butt	on in the ta	ble to add rows of informa	tion abov	at the properties being	upgraded in	this batch. For each row, you shou	id add the ter	ure type, property type, wall type, the	number o
itegory,	and number of those	homes he	ited by fossil fuel heating	systems	(oil, liquid petroleum ga	is, solid fuels	s) instead of electric. Once these	property type	s are added, you will be able to add th	o relevant
inging: t	able below.									
	Ownership type *	~	Property type *	~	Wall type *	÷	Number of homes *	~	Number of fossil fuel homes *	*
					No d	lata found				
Add	more	rows.								





<pre>status the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of tossi fuel homes *</pre>		No			Yes No			Yes No				
<pre>kml properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of tenes to the set of the set o</pre>			End terrace / semi-	ietached / detach	od							
and the set when have a the set when have a the set when have a the balance of the set have a the set when	atch pr	roperty types	12.15									
<pre>https://with the the the the the the the the the t</pre>	ease tlick	the blue 'add' button in th	Flat		wing upgraded	in this batch. For each row, yo	u should add the tenun	type, property type, wall type, t	te number of	homes that fall into th	in :	
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of each de relevant control of the solution of the solut	rtegory, wi	nd number of those homes	Mid terrace		um gas, sold fu	wis) instead of electric. Ovce	these property types a	e added, you will be able to add	the relevant co	outs in the 'batch		
I description type:          I wanted or of brands *       Number of brands *       Number of brasit fuel homes *         I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brasit fuel homes *         I wanted of brasit fuel homes *       I wanted or of brasit fuel homes *       I wanted or of brase *       I wante	nding' tab	lie below.	Contraction of the Contraction									
Image:	0w	wnership type *	Park home			Number of homes *	~ 1	lumber of fossil fuel homes	+			
A property types ch property type the theory of the theory synthese data between types and types the mean types types and types the theory of the theory change of the theory of the theory synthese data between types and the theory types are added, yne will be add to be under an event type of the theory change of the theory of the theory synthese data between types and the theory of the theory synthese data between types are added by the theory of the theory change of the theory synthese data between types are added by the theory of the theory change of the theory of the theory synthese data between types are added and the tenure type, property type, wall type, the number of the theory of the theory synthese add the tenure type, property type, wall type, the number of the theory of the theory synthese add the tenure type, property type, wall type, the number of tens (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant cu- county types * Velocity 1 Velocity 1	1 Ow	wner occupied	1	~								
by Discard and a set of homes in the label and a set of property type is the label. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant of the set of the se	Add	1 more rows										
by Uters c) by the property types c) c) by the property types is the property by the property by the property types at the property type at the property type is											Discount	(and the second s
advances       Number of homes *       Number of fossil fuel homes *       Image: Solid fuels         advances       Number of homes *       Number of fossil fuel homes *       Image: Solid fuels										Save	Discard	Submere
et dealer walf befare with the sad frame of the sad frame												
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of easy fuel to a dot the relevant cost in the tenure type, property type, wall type, the number of easy fuel type are to be able to a dot the relevant cost in the tenure type, property type, wall type, the number of easy fuel type are to be able to add the relevant cost in the tenure type, property type, wall type, the number of easy fuel type are added, you will be able to add the relevant cost in the tenure type are added, you will be able to add the relevant cost in the tenure type are added, you will be able to add the relevant cost in the tenure type are added, you will be able to add the relevant cost in the tenure type are added, you will be able to add the relevant cost in the tenure type are added, you will be able to add the relevant cost in the tenure type are added, you will be able to add the relevant cost in the tenure type are added, you will be able to add the relevant cost in the tenure type are added.	ich pro	nerty types										
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of easi (ail, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant core the end the relevant core the end to the end	and prog	when whit harmon in the fail	the backet street, of information	in almost the neuroset	ing balance internation in	this babels. For each rise was	should add the ten or	une neuerlu tute wall tute di	a balandari ak ba	owner Walt fail into this	11	
Ownerschipt type * * Property type *       Weit type * * * weither of homes * * * Number of fossil fuel homes * *       The more set is a first the more * * * * * * * * * * * * * * * * * * *	pory, and r	number of those homes heat	hed by fossil fuel heating by	sherra (oil, liquid pet	roleum gas, solid fuel	ut instead of electric. Once th	ese property types are	added, you will be able to add It	e relevant co	its in the 'batch		
with type * very type *	ing' table i	below.		-								
Owner occupied       Fait       Image: Cavity       Save       Discard       Save	Own	ership type * 🗸 🗸	Property type *	Wall type		umber of homes *	~ N	mber of fossil fuel homes *	ų			
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant co	Own	er occupied	Flat		~	1						
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant control of the set o	A.5.5	1 more rows				1						
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant of <b>Wall type * Vumber of homes * Vumber of fossil fuel homes * v Cavity</b> 1				Cavity								
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant co				Solid								
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant control of the second seco				1.1						Save	Discard	Submit for
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant co Wall type *  Number of homes *  Number of fossil fuel homes *  Cavity												
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant co V Wall type * V Number of homes * V Number of fossil fuel homes * V Cavity 1												
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant of <b>Wall type * • Number of homes * • Number of fossil fuel homes * •</b> Cavity 1												
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant control of the set o												
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant comparison of the set of the se												
about the properties being upgraded in this batch. For each row, you should add the tenure type, property type, wall type, the number of ems (oil, liquid petroleum gas, solid fuels) instead of electric. Once these property types are added, you will be able to add the relevant of Vall type * Vall type * Vall type * Vall type * Vall type of homes * Vall type * Val												
Wall type *      Number of homes *      Number of fossil fuel homes *      Cavity												
w Wall type * v Number of homes * v Number of fossil fuel homes * v Cavity												10.107 M 20.000
Vall type *     Vumber of homes *     Number of fossil fuel homes *       Cavity     1	abou	ut the propertie	es being upgra	aded in this	s batch. Fo	r each row, you	should add	the tenure type,	proper	ty type, wa	all type, the	number
Vall type *     Number of homes *     Number of fossil fuel homes *       Cavity     1	abou	ut the propertie	es being upgra	aded in this	s batch. Fo	r each row, you lectric. Once ti	should add	the tenure type,	proper	ty type, wa	all type, the	e number
Wall type *     Number of homes *     Number of fossil fuel homes *       Cavity     1	abou	ut the propertie (oil, liquid petr	es being upgra oleum gas, so	aded in this lid fuels) in	s batch. Fo nstead of e	r each row, you lectric. Once th	should add	the tenure type, ty types are add	proper ed, you	ty type, wa will be abl	all type, the e to add th	e number ( e relevant
Wall type *     Number of homes *     Number of fossil fuel homes *       Cavity     1	abou	ut the propertie (oil, liquid petr	es being upgra oleum gas, so	aded in this lid fuels) in	s batch. Fo nstead of e	r each row, you lectric. Once th	should add	the tenure type, ty types are add	proper ed, you	ty type, wa will be abl	all type, the e to add th	e number o e relevant
Cavity 1	abou	ut the propertie (oil, liquid petr	es being upgra roleum gas, so	aded in this lid fuels) in	s batch. Fo nstead of e	r each row, you lectric. Once th	should add	the tenure type, ty types are add	proper ed, you	ty type, wa will be abl	all type, the e to add th	e number e relevant
Cavity	abou	ut the propertie (oil, liquid petr	es being upgra oleum gas, so	aded in this lid fuels) in	s batch. Fo nstead of e	r each row, you lectric. Once th	should add	the tenure type, ty types are add	proper ed, you	ty type, wa will be abl	e to add th	e number o
Cavity	abou ems	ut the propertie (oil, liquid petr Wall type	es being upgra oleum gas, so	aded in this lid fuels) in	s batch. Fo nstead of e <b>Number o</b>	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add V Numb	proper ed, you er of f	ty type, wa will be abl	all type, the e to add th homes *	e number o e relevant
	abou ems	ut the propertie (oil, liquid petr Wall type	es being upgra oleum gas, so	aded in this lid fuels) in	s batch. Fo nstead of e <b>Number o</b>	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add V Numb	proper ed, you er of f	ty type, wa will be abl ossil fuel	all type, the e to add th homes *	e number o e relevant
	abou ems	ut the propertie (oil, liquid petr Wall type Cavity	es being upgra oleum gas, so *	aded in this lid fuels) in	s batch. Fo nstead of e Number o	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add V Numb	proper ed, you er of f	ty type, wa will be abl ossil fuel	all type, the e to add th homes *	e number o e relevant
	abou ems	ut the propertie (oil, liquid petr Wall type Cavity	es being upgra oleum gas, so *	aded in this lid fuels) is	s batch. Fo nstead of e <b>Number o</b>	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add v Numb	proper ed, you er of f	ty type, wa will be abl	all type, the e to add th homes *	e number o e relevant
	ems	Wall type Cavity	es being upgra oleum gas, so *	aded in this lid fuels) in	s batch. Fo nstead of e Number o	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add <b>v</b> Numb	proper ed, you er of f	ty type, wa will be abl ossil fuel	all type, the e to add th homes *	e number o e relevant
	ems	Wall type Cavity	es being upgra oleum gas, so	aded in this lid fuels) in	s batch. Fo nstead of e Number o	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add v Numb	proper ed, you er of f	ty type, wa will be abl	all type, the e to add th homes *	e number e e relevant
	ems	ut the propertie (oil, liquid petr Wall type Cavity	es being upgra oleum gas, so	aded in this lid fuels) is v	s batch. Fo nstead of e Number o	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add <b>v</b> Numb 1	proper ed, you er of f	ty type, wa will be abl	all type, the e to add th homes *	e number d e relevant
	ems	ut the propertie (oil, liquid petr Wall type Cavity	es being upgra oleum gas, so *	aded in this lid fuels) is	s batch. Fo nstead of e Number o	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add v Numb	proper ed, you er of f	ty type, wa will be abl	all type, the e to add th homes *	e number o
	ems	Wall type Cavity	es being upgra oleum gas, so *	aded in this lid fuels) in V	s batch. Fo nstead of e <b>Number o</b>	r each row, you lectric. Once th f homes *	should add	the tenure type, ty types are add <b>V</b> Numb	proper ed, you er of f	ty type, wa will be abl	all type, the e to add th homes *	e number o



#### 10 To add add batch funding, click "Add"

For each property type you will need to add up to two rows; one row to record the energy efficiency costs and one row to record the low carbon heat costs to reflect the dual cost caps for HUG 2. The exception to this is park homes, which only has one combined cost cap and therefore one row to be added.

White House ID           Base click the bits with Uniters and cleans in the table of Information on your costs per property type (selecter) above). For each property type (pix) will need to add up to text road: use reverse to record the every efficiency costs and selected the bits is park human, which only has one combined suct cap and therefore use reverse to be added.           box to reach the factor of the costs to inflect the dual cost caps for HUO 2. The exception to this is park human, which only has one combined suct cap and therefore use reverse to be added.           box to reach the two costs to out align.           each into table should include and be the sum of all the costs in the "batch measures" table, the human and fail property type included in the batch (which may be higher). For example, if 5 ext of the 7 human all a choice and the property type included in the batch (which may be higher). For example, if 5 ext of the 7 human all a choice and provide the table of the table of the factor of the factor of the factor.           each into table should provide the table of additional and table to batch the total number of humans of this property type included in the batch (which may be higher). For example, if 5 ext of the 7 human all a choice are reversed to the table of the factor		securit containing based lock the links "lock" butters to add rows in the table of information on your costs per proper series to record the time carbon hand costs to neffect the shart cost caps for HOO 3. The exception our costs in this table should include and he the uses all all the costs in the "batch measures" taid afform will hing to you'il these costs do not align: each row, you chould only state the markers of homes utilizing the given cost cap, rather than it reliable property type are receiving to carbon heating, you should load. "S.	y type (selected above). For each property ty to this to park human, which only has one of a, the "totch additional capital expenditure tab in total number of homes of this property type	ype you will need to add up to two rows; one now to record t ambined start cap and thermfore one new to be added, one" and the "tastch uphont capital expenditure table" further	w energy officiency costs and down in the form. The
These Edds the black soft was in the stable of information or your code, per property type (adds edds of the stable of the innex) one new to reced the strengt efficiency costs and new to record the strengt efficiency costs and the	eace click to black short both the same to be active and new in the table of information on your casts per groupperty type (tablected book). For each perpenditure labler' and the same use on the second the perpenditure labler' farther down in the form. The each book active a	Noise citch the blas "add" butters to add rows in the table of information on your costs per proper ner row to record the line carbon hash costs to reflect the shall cost caps for HUG 3. The exception boot costs in this table should include and be the sum of all the costs in the "batch measures" table factors will high to you! If here is costs to not align. I each row, you should only state the mamber of homes utilizing the given cost cap, rather then the articular property type are receiving two carbon heading, you should input "5".	a type (selected above). For each property fy In to this is park humas, which only has one of it, the "batch additional capital expenditure tab- a total number of homes of this property type	ype you will need be add up to two meet; own row to record to ambined cast Cap and therefore one new to be added. Lief and the "batch upfront capital expenditure table" further	in energy efficiency costs and down in the form. The
Your clasts in this table should lockude and be the sum of all the casts in the "hatch measures" table, the "batch additional capital expenditure table" and the "hatch update capital expenditure table" horter down in the form. The patient main that is table should lockude and be the sum of all the casts in the factor measures" table, the "batch additional capital expenditure table" and the "hatch update capital expenditure table" horter down in the form. The patient main that is table should be by stille the means of the property type included in the batch (index may be higher). For example, if 5 out of the 7 homes all a patient interpretey type are metricing out casts in allowed to each time, you should hap." Still casts the property type are metricing out casts in allowed to each time, both addition to each time, both the table to batch table to batch the table to batch the table to batch table to batch table to batch the table to batch table to batch the table to batch table table to batch table to batch table table to batch table table table to batch table table to batch table	bit bit bits bits bits bits bits bits bi	Your costs in this table should include and be the sum of all the costs in the "batch measures" tad platform will flag to you if these costs do not align. In each row, you should only state the number of homes utilising the given cost cap, rather their th particular property type are receiving low carbon heating, you should input "\$".	e, the 'batch additional capital expenditure tak in total number of homes of this property type	sie' and the 'liatich upfront capital expenditure table' further	down in the form. The
In each row, you should only state the number of homes utilizing the given cost cap, rather than the total number of homes of this property type included is the totals (relacion may be higher). For example, it is out of the 7 homes of a particular property type are receiving toor caterior homes, provide on the hold rout. So, and the property type included is the totals (relacion may be higher). For example, it is out of the 7 homes of a particular property type are receiving toor caterior homes, provide on the hold rout. So, and the 7 homes of a particular property type are receiving toor caterior homes, provide on the hold rout. So, and the total costs for each category will be cumulatively strated across the project to date - where a cost cap is exceeded, the batch will be rejected. As a main, built of cost caps to allowed for each property type. This means batch costs for each category will be cumulatively strated across the project to date - where a cost cap is exceeded, the batch will be rejected. As a main, built of cost caps to allowed for each property type how are breaching any cost caps cannot batch costs for each category will be cumulatively totaled across the project to date - where a cost cap is exceeded, the batch will be rejected. As a main, built be rejected across the project to date - where a cost cap is exceeded, the batch will be rejected. As a main, built be rejected across the project to date - where a cost cap is exceeded, the batch will be rejected. As a main, built be rejected across to date, or if you are breaching any cost caps cause active row finds.	each now, you should only state the nearber of homes utilizing the given cost cap, while the the the late invokes of the property type included in the late higher). Are example, if S each of the 7 homes of a cost of the 1 homes of a cost of the 7	In each row, you should only state the number of homes utilizing the given cost cap, rather then it particular property type are receiving low carbon heading, you should input 'S'.	a total number of homes of this property type		
For spipades receiving cost contributions from private or social landards, you will need to state the total costs for spiral contribution + landard corrollation, and then state the grant contribution in the following column, third 'cost. This grant, to show the trait labeling you will be drawing down from HGD 2. Under HGD 2, weraging of cost case is allowed for each property type. This means batch costs for each property type. The platform will flag to you if you are breaching any cost case consultively across all batches received to date, or if you are breaching the minimum contribution required from landards. The platform will flag to you if you are breaching any cost case consultively across all batches received to date, or if you are breaching the minimum contribution required from landards. The platform will flag to you if you are breaching any cost case consultively across all batches received to date, or if you are breaching the minimum contribution required from landards. You must place the specific means and exacts will be appopring hours provide those measures. However, you have firesbibling to decide where (which property type news) to add other 'batch additional capital espenditure' and 'batch sphort capital espenditure' such as PAS costs.	Propagates receiving cost contributions from private or social landscale, you will need to state the total costs for section of state the total costs for section of state total costs forms form forms and costs forms form forms and costs forms form forms and costs forms form forms form			e included in the batch (which may be higher). For example,	it 5 ost of the 7 homes of a
Under HOD 3, everaging of cost caps is allowed for each property type. This means batch costs for each category will be consultatively totaled across the project to date - where a cost cap is exceeded, the batch will be relected. As a result, batch cost averaging ahold become each property type. This means batch costs for each category will be consultatively totaled across the project to date - where a cost cap is exceeded, the batch will be relected. As a result, batch cost averaging ahold become each prove the. The glatform will flag to you are breaching any cost caps is underlinely across all batches received to date, or if you are breaching the invition costs with the appropriate tome type h receiving these measures. However, you have flexibility to decide where (which property type news) to add other "batch additional capital expenditure" and that a RAS costs.	Index 1405 2, seeraging of doot caps is allowed for each property type. This means batch costs for each category will be considered across the project to date - where a cost cap is a secreted; the batch will be resected. As a subject for each property type. This means batch costs for each capity across all batches received to date, or if you are breaching the minimum costribution required from tandoms.  In subject to agric the specific measures costs with the appropriate from type hereining these measures. However, you have fielded across the project to date and other to add the cost.  I home type * v Grant type * v Number of ho v Total costs v Costs from gran v Total costs (com Q v Grant costs compiled v Cost cap compiled v C	For spyrades receiving cost contributions from private or social landstriks, you will need to state t from grant', to show the total subsidy you will be drawing down from HDQ 2.	ve total couts first (grant contribution + landlor	rd contribution), and then state the grant contribution in the	following column, titled 'cost
The platform will flag to you 3F you are breaching any cost caps cumulatively across all batches received to date, or 7 you are breaching the minimum cost/blocks required from landows. You must place the specific measure costs with the appropriate home typely receiving those measures. However, you have fieldbilly to decide where (which property type news) to add other "batch additional capital expenditury" and thatch upfront capital expenditure" such as PAS costs.		Under HOG 2, averaging of cost cape is allowed for each property type. This means batch costs f result, batch cost averaging should become assier over time.	ir each category will be cumulatively totalled a	across the project to date - where a cost cap is exceeded, t	w batch will be rejected. As a
You must place the specific measure costs with the appropriate home typely receiving those measures. However, you have feedbility to decide where belicit property type hows) to add other 'butch additional capital expenditury' and teach uphone capital expenditu	No multiplice the specific measure costs with the appropriate tome types is not experience on types is not experience on types in the specific measure costs with the appropriate tome types is not experience on types is not experience on types in the specific measure costs with the appropriate tome types is not experience on types in the specific measure costs with the appropriate tome types is not experience on types is no	The platform will flag to you if you are breaching any cost caps cumulatively across all batches re	served to date, or if you are breaching the min	imum contribution required from landlords.	
batch upfront capital expenditives' such as IMS costs.	etch upfhulf capital espenditure" such as PAS costs.	You must place the specific measure costs with the appropriate home type/s receiving those mea	sures. However, you have Resibility to decide	where failtich property type round to add other 'batch add?	onal capital expenditure" and
	Home type *  Grant costs compiled  Cost cap compiled No data found	twich upfront capital expenditure' such as PAS costs.			Table 1
	Home type *   Grant type *  Ko data found  Ko data				
🗌 Home type * v Grant type * v Number of ho v Total costs v Costs from gran v Total costs (com O v Grant costs compiled v Cost ap compiled	No data found	Home type *      V Grant type *      V Number	r of ho v Total costs v	Costs from gran ~ Total costs (com ③	<ul> <li>Grant costs compiled - Cost cap compile</li> </ul>
No data found	Add Toole room			No data found	

#### 11 Add home type Add grant type Insert number of homes, and total costs

#### **Batch Application Form**

overr running Please click the blue 'add' button to add ro Please click the blue "add" button to add rows in the table of information on your costs per property type (selected above). For each property type you will need to add up to two news; one row to re one row to record the low carbon heat costs to reflect the dual cost caps for HUG 2. The exception to this is park homes, which only has one combined cost cap and therefore one row to be added. Id include and be the sum of all the costs in the 'batch m an table' and the 'batch upfront capital expenditure table' further down in the fo platform will flag to you if these costs do not align inty type included in the flatch (which may be higher). For example, if 5 out of the 7 homes of a particular property type are receiving low carbon heating, you should input '5' ford contribution), and then state the grant contribution in the following column, titled 'cost from grant", to show the total subsidy you will be drawing down from HUG 3 00.2, averaging of cost caps is allowed for each property type. This s ous the project to date - where a cost can is perpected, the batch will be rejected. As a result, batch cost everaging should become easier over time form will flag to you if you are breaching any cost caps cumulatively across all b de where lwhich property type rows) to add other 'batch additional capital expenditure' and tunch upfront capital expenditure' such as PAS costs Home type \* \* Brant type \* v Number of ho... v Total costs v Costs from gran... v HUG2\_archetype\_canon\_A00 t Owner occupied - Flat - Cavity LS I be automatically eligible for HOD funding if they are located in Lever Layer Super Output Areas (LSDAs) ranked between 1-3 of the Income Decile classification under IMD. LAs de evidence that they are located within the LSDA and meet the other criteria for HUD eligibility.

The purpose of these questions is to understand the rull-out of the IMD nute and how it has been applied under HUG 2. Batches that use the IMD eligibility note will not be scored more highly, nor will they receive higher levels of funding.



"batch upfront capital expendition" so	anch as PAS costs.	_						Deinta	
Home type *	- Grant type *	¥.	umber of ho 👻	Total costs ~	Costs from gran ~	Total costs (com (	Grant costs compile	d 👻 Cost cap comp	silec
1 Owner occupied - Flat -	Cavity	^				£ 0	03 980	GBP	£ (
Add 1 more rows	Energy efficiency		_						
Euroding Validation	Low carbon heat								
conduity vandadout									
Click the validate button to check the	e algreant ble	-	stable. This sheck will	need to be repeated after i	either the Property or Funding	tables are modified before a	batch application can be subind	82.	
Click the validate button to check the	e aligement b		gtable. This check will	need to be repeated after r	ether the Property or Funding	tables are roodfled before a	earch apprication can be subinitiat	FC .	
Click the validate bottom to object the	batches received to d	ate, or	if you are b	reaching the r	minimum contri	Tables last modified	a from landlords.	12.	
ulatively across all ne type/s receiving	batches received to d those measures. How Number of ho	ate, or vever, y	if you are b you have fie Total cos	reaching the r xibility to deci	minimum contri ide where (whic	Tables is reading before a Tables is reading bution required th property typ	if from landlords. e rows) to add o	her 'batch addi	itional c

Add an additional row and complete fields	
Add an additional for and complete netas	
h uptront cliptial expenditure" such as PAS costs.	Daires
Home type * v Grant type * v Number of ho v Total costs v Costs from gran	•
Owner occupied - Flat - Cavity Energy efficiency 1 3,000 GBP	
Add more types	

12		
12	Click "Run Validation"	
	Outcome fields:	
	<ul> <li>Green and "Pass" - please proceed wit</li> </ul>	h submission
	<ul> <li>Red and "Fail"- please check comment</li> </ul>	ts to amend relevant fields above
Eurodian 1		
Funding	Validation	
Click the valid	y Validation videos butten to check the elignment between the Property table and the Funding table. This check will need to be rep	ated after either the Property or Funding tables are modified before a batch application can be submitted.
Click the valid	y Validation visitate button to check the alignment between the Property table and the Funding table. This sheck will need to be rep	sated after either the Property or Funding foldes are modified before a holich application can be submitted. Tables last modified at
Click the valid	Validation video button to check the alignment between the Posperty table and the Funding table. This check will need to be repo	ated after either the Property or Funding tables are modified before a batch application can be submitted. Tables last modified at
Click the value	Validation visites button to check the alignment between the Property table and the Funding table. This check will need to be repo	ated after either the Property or Funding tables are modified before a batch application can be submitted. Tables last modified at
Click the value	Validation  Addation  Addation  Addation  Addation  Index to check the alignment between the Property table and the Funding table. This check will need to be report  Addation  Inter of homes is not aligned	aated after either the Property or Funding tables are modified before a batch application can be submitted. Tables last modified at
Click the valid Run Valid Datcome Fail - numb	y Validation eldate buttor to check the elignment between the Property table and the Funding table. This check will need to be repr ndation	aated after afther the Property or Funding tables are modified before a batch application can be submitted. Tables last modified at
Putnong Cick the value Run Valle Dutcome Fall - numb Batch me	y Validation whate butter to check the alignment between the Property table and the Funding table. This check will need to be repr fidation miber of homes is not aligned . heasures	aated after either the Property or Funding tables are modified before a batch application can be submitted. Tables last modified at
Cick the valid Run Valid Cutcome Fail - numb Batch me Pease cick th The table with	y Validation white butter to check the eigenment between the Property table and the Funding table. This check will need to be reported Integration mitter of homes is not aligned The Busices the table fault butter housed news of different measures included this batch. For each measure, please insert the num will calculate the average cost of measures for you.	aated after either the Property or Funding foldes are modified before a hatch application can be submitted. Tables last modified at ber of measures and total quoted capital cost of installing these measures for homes within the batch.



#### 14 Add batch funding, click "Add"

jects may install any SAP eligible measure in a p	reportly that is not feasil	foried. If the measure yo	ou require in	s not available, please conto	ect your i	account manager to request	the ad-	dtion of this measure.				public.
Measure grade * Measu	re type * 🔷 🗸	Measure name		Checking process		Number of measures	• •	Cost of measures *		Avg measure cost		
				No data found								
Add anore nows												
Add more news												
Add more rows							_				_	
Mote measures - Additional Detail					-		-		-		_	-
atch measures - Additional Detail	5											
atch measures - Additional Detail	S unes you want the DP to	consider, Holuding the P	umber, tota	e cost and reason for this m	Nature.)	Please also use this text box	to expl	tain if and why you have tra	nsferred	low carbon heat costs to t	the energy	y efficiency
add more rows atch measures - Additional Detail asser use this text box to add any additional meas at cap.	S ures you want the DP to	consider, including the s	umber, tota	el cost and reason for this m	wature.)	Please also use this text box	to espi	ian if and sitry you have tra	nsferred	low carbon heat costs to t	the energy	y efficiency
Add more types atch measures - Additional Detail measures this hext box to add any additional measures acti additional measures	S wee you want the DP to	consider, including the s Additional	umber, tota	if cost and reason for this m	easure.	Please also use this text box	to expl	lah if and sity you have tra	nsterred	low carbon heat costs to t	the energy	y efficiency
atch measures - Additional Detail ease use this text bas to add any additional measures of cap.	S area you want the DP to	consider, including the # Additional Additional	umber, tota measure su	el cost and reason for this m upporting evidence	se arourre i	Please also use this text box	to espi	lain if and sity you have tra	maferred	low carbon heat costs to t	he energ	y efficiency
atch measures - Additional Detail eser use this text box to add any additional measures at cip.	<b>5</b> Janua you want the DP to	consider, including the s Additional Anach f	umber, tota measure sa Sea	e cost and reason for this m upporting evidence	Nature.	Please also use this text box	to expl	lah if and why you have fra	naferred	low carbon heat costs to t	the energy	y efficiency
Add more types atch measures - Additional Detail ease use this text toos to add any additional measures at cop. rch additional measures	<b>S</b> you want the DP to	consider, including the s Additional Anach f	umber, tota measure su Bes	e cost and reason for this m apporting evidence	SCREWTH, S	Please also use this text box	to espi	aan if and sity you have tra	nsferred	low carbon heat costs to t	tie energ	y efficiency
atch measures - Additional Detail ease us this text bas to add any additional measures of cop.	S area you want the DP to	consider, including the # Additional Additional	umber, tota measure si lies	it cost and reason for this m	SERELITE: 1	Please also use this text box	to esp	ian if and why you have tra	nsterred	low carbon heat costs to t	the energy	y efficiency

# 15 Select measure grade

deasure grade *	*	Measure type *	÷	Measure name	*	Checking process		Number of measures * ~ ~	Cost of measures *	*	Avg measure cost	,	
A													
8		etails											
c		dimeasures you want th	W DP to c	consider, including the numb	ver, total	cost and reason for this me	esure.	Please also use this text box to exp	lain If and why you have tran	aterred	iow carbon heat coats to t	te ererg	refficiency

16 Select measure type Select measure name Insert number of measures and costs of measures



	-										
Measure grade *	Measure type *	· • .	Aeasure name	~	Checking process	. v	Number of measures * v	Cost of measures *	<ul> <li>Avg measure cost</li> </ul>	191	
1 A		^									
Add 1 more row	ns Energy efficiency										
	Low carbon heat										
atch measures - Addi	tion										
atch measures - Addi lase use this fext box to add an st cap.	y addr		der, including the num	iber, total	cost and reason for this m	eusure. I	Rease also use this text box to expl	lain if and why you have transfe	erred low carbon heat costs to	the energy e	Sciency
atch measures - Addi ease use this text box to add an st cap. toh additional measures	y addre		Lider, including the nut Additional me	iber, total	cost and reason for this m	easure. (	Peace also use this test box to exp	iain if and why you have transfe	erred low carbon heat costs to	the energy e	Sciency

s included this batch. For each measure, please insert the number of measures and total quoted capital cost of installing these measures for homes wit

	Measure name	*	Cl eck	ing process	~	Number of meas	ures * 👻	Cost of measure	es *
	1	^							
	Digital/Smart Contr	ols				Ĩ			
Т	Draughtproofing								
Pt co	Flat Roof Insulation	l				use this te	kt box to exp	lain if and why you ha	ve transfe
	Heating Controls								
	Hot Water Cylinder	Insulatio	on						
	Hot Water Cylinder	Thermo	stat						
X1 (	Hot Water Cylinder পিন্দু	Thermo	stat			<u>.</u>			
X <sup>4</sup> d Batch me Please click 0 Ihre table will	Hot Water Cylinder	Thermo	batch. For each ree	asore, please insert the number of	f measures, and foto	el quotted capital cost of installing these m	reasures for hornes within	n the batch.	
X <sup>4</sup> d Batch me Press click th The table will Projects may i	Hot Water Cylinder	Thermo surves included these is a next forself fuelled	stat	asure, please insert the number of u require is not available, please o	f measures and tot	el quoted capital cost of installing these in	magness for horness within manyors	n the Batch.	
X <sup>1</sup> d Batch me Presse click th The table will hospits may i	Hot Water Cylinder	Thermo meres included this is not fossil fueler v M sy FR	batch. For such me Lifthe measure yo easure name at Roof Insulation	asure, please insert the number of u require is not available, please or Checking process h Pre-approved	f measures and foot ontact your accounts	el quoted capital cost of installing these in terreturn to recent the activities of the mber of measures * ~ Cost of a 1	reasures for horses within Descures	n the Batch.	
X <sup>4</sup> d Batch me Prosectick 0 The table will Projects may i	Hot Water Cylinder	Thermo surves included these is a next foreshi fueller ~ M	batch. For each me Liff the measure yo easure name	asure, please itserf the number of o require is net available, please c Checking process	foreasures and fot	el gootid capital cost of installing these in elements in second the colline of the other of measures * . Cost of a	reasures for honors, within measures * ×	n the	batch. measure cost v
the meeting of the may of the meeting of the meetin	Hot Water Cylinder	Thermo sures included this at is not fought fusible y Fis art the DP to consi	In the measure you are not the measure you are name as Roof insulation the not function of the measure manne as Roof insulation the not insulation of the not set of the no	axore, please insert the number of u require is not available, please o Checking process h Pre-approved enter, total cost and reason for the	Intersures and fort	al quoted capital cost of installing these in the extension to excent the extilition of the mber of measures * ~ Cost of it 	reasures for horses within measures * ~ ~ ry you have transferred to	n the batch.	
X <sup>1</sup> A batch me brace click the missicle will be to be will be will be to be will be will be will be will be will be will be will be will be will be will be will be will be will be will be will be will be will be will be	Hot Water Cylinder	ent the DP to conset	I if the measure yo easure name at Roof Insulation der, including the re Additional Additional	asure, please insert the number of u require is not available, please o Checking process Pre-approved where, total cost and reason for the measure supporting evidence in	Insessures and foll	al quoties capital cost of installing these in mean of the society of a society of a line mean of measures * ~ Cost of a 	reasures for hornes within measures * × y you have transferred to	n the Batch.	0M .
X <sup>4</sup> e Batch me Prese colck 0 The table will Projects may 1 A A X X Batch me Batch me Batch me Proses out the cost cap.	Hot Water Cylinder	Thermo exercised determines included determines in is not deput funded by Fil sy Fil S	batch. For each ree batch. For each ree assure name at Roof insulation der, including the re Addresser Addresser T.	asure, please itsert the number of orrequire is not available, please or Checking process n Pre-approved anteer, total cost and reason for the measure supporting evidence	Insessores and for order your process s Num s Num s nearsone. Preserve	al quoted capital cost of installing these in transitions in serveral the addition of mice inber of measures * - Cost of a 1	veauers for honors with measures * • • vy yeu have transferred to	In the Batch.	-

to tossil fueled. If the measure you require is not available, please contact your account manager to request the addition of this measure.

Alert when submitting Energy Efficiency top up!

Ņ

Please ensure you are submitting the absolute number of measures in number of measures column.

17 To add an additional row click "Add" and complete fields

	measure grade *	Y	Measure type *		~ M	leasure name	~ Check	ing process	Υ.	Number of measures * v	Cost
1	A		Energy efficien	cy	F	lat Roof Insulation	Pre-a	proved			1
Ad	d more ro	ws									
		-									
		_		_			_		_		_
				_	_		_		-		
				_	_				_		
Batch	n measures - Add	itional	Details	_	_						-
Batch	1 measures - Add	itional	l Details								
Batch Please (	n measures - Add	itional	l Details onal measures you w	ant the DP 1	to consi	der, including the number	total cost and	reason for this me	asure. F	Please also use this text box to e	xplain if and
Batch Please (	n measures - Add use this text box to add ar 5.	<b>itional</b> 1y additic	I Details onal measures you w	ant the DP 1	to consi	der, including the number	total cost and	reason for this me	asure. F	Please also use this text box to e	xplain if and
Batch Please ( cost cap	n measures - Add use this text box to add ar o.	<b>itional</b> 1y additic	I Details onal measures you w	ant the DP 1	to consi	der, including the number	total cost and	reason for this me	asure. F	Nease also use this text box to e	xplain if and
Batch Please o cost cap Batch a	n measures - Add use this text box to add ar p. dditional measures	itional	I Details onal measures you w	ant the DP	to consi	der, including the number Additional measu	total cost and	reason for this me	asure. F	Please also use this text box to e	xplain if and
Batch Please o cost cap Batch ar	n measures - Add use this text box to add ar p. dditional measures	<b>itional</b> ny additio	I Details onal measures you w	ant the DP	to consi	der, including the number Additional measu	total cost and	reason for this me evidence	asure. F	Nease also use this text box to e	xplain if and
Batch Please t cost cap Batch ar	n measures - Add use this text box to add ar p. dditional measures	<b>itional</b> ny additi	I Details onal measures you w	ant the DP	to consi	der, including the number Additional measu Attach files	total cost and	reason for this me evidence	asure. F	Please also use this text box to e	xplain if and
Batch Please t cost cap Batch a	n measures - Add use this text box to add ar p. dditional measures	<b>itional</b> ny additi	I Details onal measures you w	ant the DP	to consi	der, including the number Additional measu Attach files	total cost and	reason for this me rvidence	asure. F	Please also use this text box to e	xplain if and
Batch Please t cost cap Batch a	n measures - Add use this text box to add a p. dditional measures	<b>itional</b> ny additi	l Details onal measures you w	ant the DP !	to consi	der, including the number Additional measu Attach files	total cost and	reason for this me	asure. F	Nease also use this text box to e	xplain if and
Batch Please t cost cap Batch a	n measures - Add use this text box to add ar p. dditional measures	<b>itional</b> ny additis	I Details onal measures you w	ant the DP	to consi	der, including the number Additional measu Attach files	total cost and	reason for this me	asure. F	Please also use this text box to e	xplain if and
Batch Please t cost cap Batch ar	n measures - Add use this text box to add ar p. dditional measures	<b>itional</b> ny additi	I Details onal measures you w	ant the DP	to consi	der, including the number Additional measu Attach files	total cost and	reason for this me	asure. F	Please also use this text box to e	xplain if and

#### 18

Please use this text box to:

• Add any **additional measures** you want the DP to consider, including the number, total cost and reason for this measure.

• Explain if and why you have transferred low carbon heat costs to the energy

efficiency cost cap.

•Justify costs are higher than anticipated.

B I X X Ø T	tch additional measures		_		_	_		Additional measure supporting evidence Assach Rise
		В	I	Xi	X	8	×	
firm measure meets conditions for an elevated grade * ()	firm measure meets conditions for	an elevated grade '	+@					





#### Tip!

Provide as much information as possible in this field to reduce times with the escalation process.

Try and include:

- Size of the property (meterage & number of bedrooms)
- •reasoning behind complexity of installation
- Whether the measure **complements** any other being installed
- Why the measure is required- provide reasoning on choice over another measure

• Why costs are **moved into A&A**- please note where possible, A&A costs should be split out of the measure cost.

For EE top ups please state:

- The amount of EE top up being used
- Which archetypes and wall types of EE top up is being used •

The measures that are being topped up

## Click "Attach files" to submit any additional evidence

You will be prompted confirm you meet the conditions and to provide additional justification for specific measures with an attachment.

Tip!

Attachments must include:

#### An image of an email, or PDF letter, signed by the Retrofit Coordinator (RC)

• For double glazing and energy efficient doors, normally a grade C, these can sit as grade B if they are installed with a grade A measure, and are necessary for the install to be PAS compliant.

• For **High Retention Storage Heaters**, to be grade B, provide evidence they are non-fossil fuel and also state the main heating type



-	Additional measure s Attach files	supporting evidence				
X1 X1 & T						
tention storage hea	ater to be grade B					
h Application Form						
h Application Form Batch measures - Additional I	Details nal measures you want the DP to consider, in	schalling the number, total cost and reason for	• this measure. Please also use this	eet bes to explain if and sity ye	o have bransferred lose carbon he	It costs to the energy efficiency
h Application Form Batch measures - Additional I Please use this text to the draw addition cost cap.	Details nat measures you want the DP to consider, in	schading the number, total cost and reason for	t this measure. Please also use this t	ert box to explain if and why yo	o have blansferred lice carbon her	of costs to the energy efficiency
h Application Form Batch measures - Additional I Please use this too box his add any addition cost cap. Batch additional measures XYZ	Details nal measures you want the DP to consider, o	schaling the number, total cost and reason fo Additional measure supporting evidence Add 24-25.pda	this measure. Please also use this t	ext box to explain if and sity yo	o have bransferred line carbon her	It costs to the energy afficiency
th Application Form Batch measures - Additional I Please use this test back is add any addition cost cap. Batch additional measures XYZ	Details nat measures you want the DP to consider, o B I X, X* Ø X	Additional measure supporting evidence Additional measure supporting evidence Additional Additional Additional Measures	r this measure. Please also use this t	ort box to explain if and sity yo	o have blansferred lise carbon her	nt costs to the energy efficiency
h Application Form Batch measures - Additional D Preservant this too back to add any addition	Details nat measures you want the DP to consider, in	schaling the number, total cost and reason for	this measure. Pleas	ue also une this t	ue also use this liest box to explain if and why yo	ur also use this test box to explain if and sify you have transferred low carbon her

Select relevant options in relation to all of the cost information you have provided in the batch form

ch Application	Form	
Add 1	more rows	
VAT		
We do not expect the This is because Loca to avoid grant payme Please answer the g	art WAT should be included in any of the costs provided by Local all Authorities are not required to pay VAT on central governmen writs being used for VAT, which is take recovered by the LA. passion in relation to all of the cost information you have provid	Kambolike in epotications for HUO 2 Funding. grant funding. VAT is applicable on goods purchased with grant funding. As LAs are able to recover VAT from HAMIC, DESAZ do not expect VAT to be included in their proposals as d in the batch form
Are the costs you ha	eve provided inclusive of VAT?	
Yes No		
Did you pay non-rec	coverable VAT on any of the goods and services you have	
included?		
Yes No		



#### Input indexes of multiple deprivation information

#### LSOA Eligibility



#### 22

#### Complete batch delivery start and end dates



#### 23 Check batch cost summary

**Batch Application Form** 

Total cost of lapprading this tratch		
£ 6,000	GBP	
four total proposed expenditure for this batch		
£ 6,000	GBP	
Uphont capital expenditore		
6.0	GBP	
Net altherence between costs and expenditure		
£ 0.00	OBP	
The amount of funding you are requesting to draw down		
	OBP	



**24** Before you can submit your application, you need to resolve each of the 'red' flagged issues below.

Whilst you can submit a batch with 'yellow' or 'purple' issues flagged, these are extremely likely to cause the batch to be rejected, so we encourage you to fix these issues too before submitting.

If you would like help to submit your application, please contact your DP contact who can help you submit a batch.

ou would like help to submit your application,	please contact your DP contact who can help you submit a batch.		
Grade A measures are less than 60%	of your total expenditure		
Your project has already submitted 0 measure costs in this batch means th total grant funding requested.	0 GBP of grade A measure costs, adding 3000 GBP of grade A at your total application for grade A measures is less than 60% of	ho	
term grant rentring requirement.			

25 You are able to save your draft version of your batch by clicking "Save"

Issues with your application	
Before you can audimit your application, you need to resolve each of the 'red' Rugged issues betwee	
While you can submit a batch with 'yellow' or 'purple' issues flagged, these we entremely likely to cause the batch to be rejected; so we encourage you to fix these issues too before submitting.	
If you would like help to submit your application, please contact your Dh contact who can help you submit a batch.	
Grade A measures are less than 60% of your total expenditure	
Your project has already submitted 0.0 GBP of grade A measure costs, adding 3000 GBP of grade A measure costs in this batch means that your total application for grade A measures is tess than 80% of the total grade funding requested.	
Save Discard Submit for GR Review	
	•



26 Your draft batches can accessed again under 'My Batches' where you will be able to amend any fields or information prior to submitting for review. This includes submitting and uploading any additional information

	salix		LA Home	bage	
	Division this month	Assetting OII Approval	Awaiting DP Approval	Total Aperoved	+ New Applic
	0	0	0	0	0
_					
Batcher	Assigned To Me		Dunt II Warogenes Participated Completed Withda	awn Reached	
Batches Draft	Assigned To Me	Ì	Druft Drugtes Participated Completed Withda	awn Reported Ω Search	T.fite 5
Batches	Assigned To Me	Created at ~	Draft 🗃 W propress Participated Completed Withold Batch submitted by 🐱	own Rejected Q teach Project ID ∨	T Fiter 5 2A. The lead LA affirms
Detches Draft	Assigned To Me Name  ABS Demo for Adur District Council	Created at ~ 20/03/2024, 16:24	But Dust in programs Participated Completed Without Batch submitted by ~ Adur District Council	awn Rejected Q deards Project ID ~ T_0001	T fiter 2A. The lead LA affirms Yes
Draft	Name v ABS Demo for Adur District Council ABS Demo for Castle Point District Council	Created at ~ 20/03/2024, 19:24 20/03/2024, 14:56	Dual  Dian Managemes Participated Completed Withehe Batch submitted by v Adur District Council Castle Point District Council	wm Reacted Q tearch Project ID ↓ T_0001 T_0001	▼ Fiter 2A. The lead LA affirms Yes Yes

27 Do submit you back of the restriction of the res



# How to resubmit batch with amendments

Home My Applications Project Applications					
salix		LA	Homepage		
Created this month O	Awatting GR Approval	Awatting DP App O	roval	Total Approved O	
y Batches Assigned To Me					
Start				Q Search	
Name v	Created at ~	Created by ~	Status ~		Batch sub
1 ABS Demo for Adur District Council	20/03/2024, 16:24	AD ABS Demo	In progress		Adur Dist



#### Click relevant batch

fome My Applications Project Applications

2

3

salix		LA Ho	mepage		4 New Application
Crowled this manth O	Awating GR Approval 1	Availing DP Approval O		Total Approval O	Title Baches 3
tohes Assigned To Me				Q Seen	T Filter • Storefildet

### Make required amendments to tables and fields

I different measures included this batch. For each measure, please insert the number of measures and total quoted capital cost of installing these measure the average cost of measures for you.

a property that is not fossil fueled. If the measure you require is not available, please contact your account manager to request the addition of this me

asure type *	Measure name v	Checking process ~	Number of measures * v	Cost of mea
ergy efficiency	Flat Roof Insulation	Pre-approved	1	
v carbon heat	High Retention Storage H	Pre-approved	1	



### You can also upload additional evidence documents and comments

tete to the energy afficiency cost can			
atch additional measures	Additional measure supporting evidence		
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute inre dolor in reprehenderit in voluptate veilt esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum. B I X <sub>4</sub> X <sup>4</sup> Ø T	ADS 24-25 ppts  Evidence A png  Attach files		
Ifem measure meets conditions for an elevated grade * ① I confirm that this meets the conditions for a high retention stor asure grade elevation evidence * ②	rage heater to be grade B		
ABS 24-25 pptx			
Evidence B png			
		Gure	
5 Click "Save"			
5 Click "Save"		0	1.8
5 Click "Save" I you with the following notes: ing elit, sed do elusmod tempor incididunt ut labore et do	Plore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea	0	

dipiscing elit, sed dolore magna	ABS 24-25.pptx	
rud exercitation do conseguat. uptate velit esse	Evidence A.png	
ficia deserunt	Attach files	
IDISCING GUL SEA		
grade * 🛈		
for a high retention st	rage heater to be grade B	



6 Click "Submit"		
• we encourage you to fix these i	ssues too before submitting.	
		Save Submit
7 Your batch has	now been resubmitted and can v	viewed in the "in progress" tab
Created at ∨ 21/03/2024, 12:07	Batch submitted by $\ \lor$	Q Project ID v
20/03/2024, 14:56	Castle Point District Council	T_0001
20/03/2024, 14:54		



# How to resubmit a batch with additional comments

	Navigate to "/	Assigned To	Me" tab						+ New	Application
	Created this meeth O	Anating Cit Approval O		Availing C/I Approval 3		total Ag O	proved.		Totar Ball	the
latches	Assigned To Me						0 1000	1.13	7 Eller	0 formation
	Name v	Created at $\lor$	Created by ~		Status 🗸			Batch subm	itted by 🗸	· southing
1	ABS Demo for Castle Point District Council	21/03/2024, 12:36	AD ABS Demo		In programs			Castle Point	District Cour	ncil

# 2 Select relevant batch

t.					Q tearch	₹ Filter	Show/hide
1	Name 🗸	Created at v	Created by ~	Status ~		Batch submitted by $$	
	ABS Demo for Castle Point District Council	21/03/2024, 12:36	ABS Demo	In progress		Castle Point District Cou	incil

To show comments:
1. Select details icon
2. Click "Show more"
3. This will highlight any comments made by the DP regarding your batch

4. Close details pop-up



Price The week low the link low low you week low	Ples	BS Demo for Castle P tch Assessor sent this ase provide a justification, in measure cost.	Point District Council s item back to you with t including size of the property (in	the following note neterage & number of	IS: bedrooms), why this measure is required for the property etc. It is also advised that were possible, A&A co	sts should be split out of	
2025 x x x x x x x x x x x x x x x x x x x	E.	Project Let's start by telling us which fit	nancial year you need funding for			Commu	
Preset*0   Item threes that were   The threes that were   2300   The threes that if 10   2300   1500		2024/5 Project@		**			
Tubers     Tubers <th></th> <th>Project*</th> <th>Homas Revier!</th> <th>×</th> <th></th> <th></th> <th></th>		Project*	Homas Revier!	×			
Interformers (bit yread)   1000     Save     Status     Save     Status     Save     Status     Save     Status     Save     Status     Save     Status     Show more     Show more		T_0001 Project name Test Project	1500				
Details		Total homes (all years) 2,500	Total homes (this FY) 1,500	Homes fund	ed to dane	Save Submit	
Details						6	×
Status Status In progress Currrent step: Start Assigned to ABS Demo Show more			quirad for the pr	anartu ata	Details		Details
In progress 0% Current step: Start Assigned to ABS Demo Show more	S	s measure is ree	quired for the pr	operty etc.	1		
Show more			, , , ,		Status		Commer
					Status In progress Current step: Start Assigned to A ABS Demo	0%	Commer
					Status In progress Current step: Start Assigned to A ABS Demo Show more	0%	Commer
					Status In progress Current step: Start Assigned to A BS Demo Show more	0%	Commer
					Status In progress Current step: Start Assigned to A BS Demo Show more	0%	Commer
					Status In progress Current step: Start Assigned to A BS Demo Show more	0%	Commen



BA Batch Assessor 21/03/2024, 13:54	Sent back
Batch Assessor sent this item back to Start with the following note Please provide a justification, including size of the property (meterage & num measure is required for the property etc. It is also advised that were possible, out of the measure cost.	es: ber of bedrooms), why this A&A costs should be split
Start	In progress
AD ABS Demo	
Grant Recipient Approval	
	6 ×
Completed	
Completed	
Sent back Strew more	
nt this item back to Start with the following notes: ication, including size of the property (meterage & number of bedrooms), why this or the property etc. It is also advised that were possible, A&A costs should be split st.	
	measure is required for the property etc. It is also advised that were possible, out of the measure cost.

To submit an answer to the comments:

- 1. Select comments icon
- 2. Insert relevant comments on points raised
- 3. Click send

4

4. Click "Submit"



	r Gastle Point Di	and Council		8
atch Assesso	or sent this item b	ack to you with the following notes:	Details	
ease provide a ju s also advised ti	stification, including s nat were possible, A&A	ze of the property (meterage & number of bedrooms), why this measure is required for the property etc.		6
			Status	Com
Project Let's start by tel	ting us which financial yea	r you need funding for	In progress	0%
Ensteid wart			Current step:	
2024/5		x •	Start Assigned to	
			ABS Demo	
Project ()			Charles and Charle	
		Q	SHOW MODE	
Project # (7)				
Contract (2)				
project_id T_0001	Homes funded 1500	×		
Project nam	0e			
Test Proje	ict			
Total homes (all	years) Total homes (the	a FY) Homes funded to date		
2,500	1,500			-
				Save Submit
for Castle	Point District	Souncil		
011020000000000			Augustation and a second second	
ssor sent ti	his item back to	you with the following notes:	Comments	
ed that were p	ossible, A&A costs s	s property (meterage a number of begrooms), why this measure is required for the property etc. sould be split out of the measure cost.	ABS Demo + 2003/2024, 13:57	
			Initiator O	
and the second		diversity for	Activity (power)	
by tening us whic	n financiai year you nee	a tuniang tor		
nar *				
	× •			
	0			
	~			
)				
01 15	imes funded			
ct name				
Project				
is (all years) T	otal homes (this FY)	Homes funded to date	Write a comment	
	1,500		-	
				Save
BS Demo fo	r Castle Point Di	strict Council		0
BS Demo fo	r Castle Point Di	itrict Council ick to you with the following notes:	Comments	0
ABS Demo fo atch Assesso	r Castle Point Di	strict Council ack to you with the following notes: ze of the property (metrage & number of bedrooms), why this measure is required for the property etc.	Comments	8
BS Demo fo atch Assesso ease provide a ju is also advised th	rr Castle Point Di or sent this item b rstification, including s aat were possible, A&A	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Demo - 2100/2024, 13:57 History ()	
BS Demo fo atch Assesso case provide a ju s also advised ti Project	r Castle Point Di r sent this item b stiffcation, including s nat were possible, A&A	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	ABS Demo - 2100/2004, 13-57 Histor () Jorem ipsom	
BS Demo fo atch Assesso hase provide a ju s also advised th Project Let's start by tel	rr Castle Point Di rr sent this item b stiffcation, including s hat were possible, A&A	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	ABS Demo- 21/02/2024, 13:57 History () Jorem ipsum	
BS Demo fo ttch Assesso asse provide a ju a also advised th Project Let's start by tel Financial year *	or Castle Point Di or sent this item b stification, including s hat were possible, A&A Ing us which financial yea	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	ABS Demo- 21/02/2024, 13:57 Millioanr () Jorem ipsum	
BS Demo fo ttch Assesso ase provide a ju a also advised ti Project Let's start by tel Financial year " 2024/5	or Castle Point Di or sent this item b nstification, including s nat were possible, A&A ling us which financial yea	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Demo • 2100/2024, 13:57 Islenaar () Jorem ipsum	
BS Demo fo tch Assesso ase provide a ju also advised th Project Let's start by fel Financial year* 2024/5 Project()	or Castle Point Di or sent this item b stification, including s hat were possible, A&A ling us which financial yea	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Demo - 2100/2024, 13:57 Iniciator O Jorem ipsom	
BS Demo fo tch Assessor ase provide a ju also advised th Project Let's start by fel Financial year* 2024/5 Preject©	or Castle Point Di or sent this item b stification, including s hat were possible, A&A ling us which financial yea	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Dense - 2100/0024, 13-57 Instancio Jorem ipsom	
BS Demo fo tch Assessor ase provide a ju atso advised th <b>Project</b> Let's start by tel Financial year* 2024/5 Project()	or Castle Point Di or sent this item b istification, including s hat were possible, A&A ling us which financial yea	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Dense - 2100/3024, 13-57 Instator () Jorem ipsom	
BS Demo fo ttch Assesso ase provide a ju s also advised th Project Let's start by tel Financial year * 2024/5 Project © Project * ©	or Castle Point Di or sent this item b istification, including s hat were possible, A&A ling us which financial yea	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Dense - 2100/3024, 13:57 Instancio Jorem ipsom	
BS Demo fo atch Assesso ase provide a ju s also advised th Project Let's start by tel Financial year* 2024/5 Project © Project * ©	or Castle Point Di or sent this item b satification, including s hat were possible, A&A ling us which financial yea	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Demo - 2100/0004, 13-57 Mission (2) Jorem ipsom	
BS Demo fo acch Assesso ase provide a ju a also advised ti Project Let's start by tel Financial year * 2024/5 Project © Project # Project do project,iid T,0001	Fr Castle Point Di or sent this item b stification, including s nat were possible, A&A ling us which financial yea Homes funded 1500	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost. r you need funding for x * Q	Comments ABS Demo - 2100/2004, 13-57 Missaor () Jorem ipsum	
ABS Demo fc atch Assesse base provide a ju is also advised th Project Let's start by tel Project 2024/5 Project © Project © Project i © Project i ©	In Castle Point Di or sent this item b satification, including s hat were possible, A&A ling us which financial yea us which financial yea homes funded 1500	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments ABS Demo - 2100/2004, 19-57 Heisanor () Jorem lipsum	
ABS Demo fc atch Assesse base provide a ju is also advised th Project Let's start by tel Project 2024/5 Project @ Project @ Project # @ Project # @	In Castle Point Di or sent this item b ustification, including s hat were possible, A&A ling us which financial yea homes funded 1500	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost. ryou meed funding for x v Q	Comments ABS Dense - 2100/0024, 13:57 Initiator () Jorem lipsum	
BS Demo fc atch Assesse base provide a ju s also advised ti Project Let's start by tel Project 2024/5 Project (0) Project (0) project, id project, id Test Project	r Castle Point Di or sent this item b hat Wircation, including s hat were possible, A&A ling us which financial yea us which financial yea homes funded 1500 me rct	strict Council ack to you with the following notes: ze of the property (meterage & number of bedrooms), why this measure is required for the property etc. costs should be split out of the measure cost.	Comments  ABS Demo - 2100/0024, 13:57 Holanor () Jorem lipsum  forem lipsum XY/2	



ABS Demo - 21/03/2024, 13:57 Initiator O Iorem Ipsum ABS Demo - 21/03/2024, 14:03 Initiator O Iorem Ipsum XYZ	v etc.	Comments	0+ Details
	y etc.	ABS Demo - 21/03/2024, 13:57 Initiator () Iorem Ipsum ABS Demo - 21/03/2024, 14:03 Initiator () Iorem Ipsum XYZ	Comments

Alert!

<u>/!</u>\

Please make sure you click send on your comments before submitting

	3		U
Draft	In progress 3 Participated Co	ompleted Withdrawn Reje	acted
reated at 🗸	Batch submitted by ${\scriptstyle\checkmark}$	Project	Q Se
1/03/2024, 12:20	Castle Point District Council	T_0001	
1/02/2024 12:07			



# How to view FY1 batch comments

salix		LA Homepa	ge	
		Project ID: T_0001		
				+ New Application
wated this month	Awaiting OR Approval	Availing DP Approval	Totol Approved	Tinal Batchee O

salix		Batch Applications by P	Project		
		Project ID: Select a Project ID 👻			
omments - LA View			Q Search	Ŧ	đ
Project ID v	Batch ID v	Comment Content 🤟	Created At ~	Modified At $\lor$	Create
T_0001	Pk8GimcnrWVX	Commont test	13/02/2024, 11:56	13/02/2024, 11:56	
COUNT 10 -	COUNT 10 -	count 10 v	MIN 2024-01-31710-31.002 -	MN 2024-01-31730.51.002 -	COUNT
count 10 -	count to -	count 10 v	MAN 2024-05-2010-01002	MMW 2024-ch-311780.51.062 -	



To filter your view please click 'Filter'

3

D L Export	= ⊙		
		Q Search	
Created By Nam	fied At 🗸 🖬	Created At \vee	Comment Content 🤟
	2/2024, 11:56	13/02/2024, 11:56	Comment test
COUNT 10 v	2024-01-31T10:51:00Z ~	MIN 2024-01-31T10:51:00Z 🐱	COUNT 10 🕹
	2024-01-31T10:51:00Z ~	MIN 2024-01-31T10:51:00Z 🐱	COUNT 10 ~

):	Select a Project ID 🗸	
		Q Search
	Comment Content v	Advanced filter
	Comment test	
	count 10 v	
		Add filte come constraints to oroute an adve
		+ Add a filter

salix

5

#### Select desired filter conditions, click 'Apply'

sali	X	Batch Applications	by Project	
		Project ID: Select a Project ID •		
atch Comments - LA V	lew		Q. feeth	b () Export
# Project ID v	Batch ID 🐱	Comment Content ~	Advanced filter	×
1 T_0001	PkBGImcneWVX	Comment test	Searchest A discuss of your a featurese	
00.007 30 -	00447 18	100407 W -		
			A Batch ID     + Add rewrifter     A Consent Content     G Crouted At     B Modified At     A Crouted By Name     A Crouted By Name	Apply

**6** for additional conditions for your filtered view, click "Add new condition"

Project ID: Select a Project ID V		
	Q Search	후 💿 반 Exp
Comment Content ~	Advanced filter	
Comment test	Created By Voperator Value	✓ Select a value ~ €
COUNT 10 🗸	+ Add new condition	
	+ Add new fil	ter



# Check batch application status





#### Click this dropdown and select relevant filter for desired view





# How to view and filter all your batch applications





To filter your view click this dropdown.

Project ID:	Select a Project ID 🗸	Step:	All 🗸
Batch Version Number V Pro	oject ID 🗸		Current step 🗸
1 T_	0001		Escalation
2 T_	0001		Gr Start
2 T_	0001		St. DP Approval Escalated
UM 5 V CO	UNT 3 V		Approved



٤			My Bat	ch Applie	cations	
		Project ID:	Select a Project ID 👻	Step:	Escalated •	
	Batch Version Number	r v Proje	et ID 🗸		Current step ~	The amour
	SUM 5 v	1 T_00	о1 тз ~		Scalation Select a Step All Start Grant Recipient Approval DP Approval Escalated Approved Completed Applications	SUM 18000
						Show



# Personalise your batch view

This guide provides step-by-step instructions on how to navigate to the "In progress" tab in a batch data system. It also offers tips on personalising the batch view by adding/removing fields, moving columns, changing column sizes, and selecting sorting preferences. This guide is useful for anyone looking to customise their batch data view to better suit their needs.

1 Navigate	to "In progress" tab	
aiting GR Approval	Awaiting DP Approval O	Total Approved O
D	aft 2 In progress 1 Participated Complet	Q Search
Created at $\ \checkmark$	Batch submitted by ${\sim}$	Project ID 🗸
20/03/2024, 14:56	Castle Point District Council	T_0001

(i)

Tip! You can personalise your batch view to suit your needs by:

- Adding and removing fields
- Moving columns
- Change column sizes
- Select how you want to sort your batch data



- To add or remove fields:
- 1. Click "Show/hide fields"
- 2. Search or select desired fields
- 3. Click "Apply"

Sullik		LA HOI	lepage	
				+ New Application
Orealed this month	Availing GR Approval O	Availing DP Approval O	Total Approved. O	Detail flatchee
Assigned to Me	Dat	In process      Participated Completed	Whiteam Reacted	
gress			Q Seeth	
Name of	Created at ~	Current sten	Status ~	Batch submitted by ~
PERCENT . *	and a second sec	Constraint		
ABS Demo for Adur District Council Home My Applications Project Application	20(03/2024, 16:24	Grant Recipient Approval		Adur District Council
ABS Demo for Adur District Council Home My Applications Project Application	20(03/2024, 16:24	Grant Recipient Approval	emepage	Adur District Council
ABS Demo for Adur District Council Home My Applications Project Applicatio	20(03/2024, 16:24	Grant Recipient Approval	mprogree	Adur District Council
ABS Demo for Adur District Council Home My Applications Project Application SCIII/A	20(03/2024, 16:24	Grant Recipient Approval	mepage	Adur District Council
ABS Demo for Adur Diletict Council Home My Applications Project Applicatio SCIII/A steet up to 100 Index ding. Lable_corcat.	20(03/2024, 16/24	Crant Recipient Approval	emepage	Adur District Council
ABS Demo for Adur Ditorict Council	20(03/2024, 16:24	Crant Recipient Approval	mepage	Adur District Council
ABS Demo for Adur District Council Home My Applications Project Applicatio SCIII/A Home District Council Home	20(03/2024, 16:24	Grant Recipient Approval	smepage	Adur District Council
ABS Demo for Adur District Council  Home My Applications Project Applicatio  SCUTTAC  reference  states up to too Base  states up to too Base  states up too base  states too additional measures too ito  difional measure supporting evidence additional measures	20(03/2024, 16:24	Criant Recipient Approval	mepage	Adur District Council
ABS Demo for Adur Diletict Council	20(03/2024, 16:24	Criant Recipient Approval	Principage	Adur District Council
ABS Demo for Adur District Council	20(03/2024, 16:24	Crant Recipient Approval		Adur District Council
ABS Demo for Adur District Council  Home My Applications Project Applicatio  SCIII/A  memory to 200 Miles  ding_table_concat ch additional measures ch additional measures ch additional measures in progress	20/03/2024, 16:24	Grant Recipient Approval		Adur Dratrict Council
ABS Demo for Adur District Council  Home My Applications Project Applicatio  SCUIIXA  week op to 500 tests  ding table_concat ch additional measures ch additional measures ch additional measures in progress  if Name v	20(03/2024, 16-24	Crient Recipient Approval		Adur Diatrict Council



		Cancel Apply	0
		Cancel	Q
Created at v	Current step v	Cancel Apply Status V	Q

	LA Homepage	e	
			+ New Application
Awaiting OR Approval O	Awaiting DP Approvat.	Total Approved O	Tutal Batches O
Druft 🛃 🥼	progress Participated Completed Withdrawn	Rejected	T Eller
Draft 2 in Batch submitted by ~	progress Participated Completed Withdrawn Project ID ~	Rejected Q. Search 2A. The lead LA affirm	▼ Filter ♦ Show/ a th Batch ID ~



4 To change the width of a column, drag the boundary on the right side of the column until it is the width that you want.

	Draft 2	In progress 1	Participated	Completed	Withdrawn	Rejected	
Created at $\checkmark$		Batch ID 🗸		-		urrent step \vee	
20/03/2024, 16:24	4	Pk8vTsOOd8q9			G	rant Recipient Ap	prov

Draft 2 In progress 1 Participated Completed Withdrawn Rejected     Q Searce     Created at ~ Batch ID ~     20/03/2024, 16:24 Sort in ascending order Grant Recipient Approval     Sort in descending order     Hide column	5 Click	the colum	n title to sel	ect how yo	u want to s	sort		
Created at ~       Batch ID ~       Current step ~         20/03/2024, 16:24       Sort in ascending order       Grant Recipient Approval         Sort in descending order       Hide column		Draft 2	In progress	Participated	Completed	Withdrawn	Rejected	Q Searc
20/03/2024, 16:24 Sort in ascending order Grant Recipient Approval Sort in descending order Hide column	Created at $\lor$		Batch ID 🗸				Current step 🗸	A Sicarc
	20/03/2024, 16:24	1	Sort in ascendi Sort in descend Hide column	ng order ding order		~	Grant Recipient /	Approval



# Sign up to ABS

This guide provides step-by-step instructions on how to sign up for ABS portal. It includes information on creating a password and logging in.

1 Navigate to AB<u>S portal via the email invite wher</u>e you will be requested to set up your password <u>https://abs-salix.kissflow.com/</u>

Click "Create password".

2

You will only have to do this when logging into the system the fist time.

Create passw	ord
Your password must contain At least 8 characters Both uppercase and lowercas At least one number or symbol Password	e characters
Confirm password	
[	0



Log in to ABS p	oortal with your new password	
	Sign in to the portal using	
	G Google	
	Microsoft	
	Or sign in using	
	Email address	
	Password	
	۲	
	Forgot password?	
	Sign in	

