

Phase 3b Public Sector Decarbonisation Scheme Application Portal Questions

This document outlines the questions that are expected to be part of the Application Portal for Phase 3b of the Public Sector Decarbonisation Scheme. Potential Applicants should consider that there may be additional questions in the Application Portal once it opens in September 2022.

Initial qualifying questions

Please ensure you can answer yes to the following:

- The organisation I am submitting the application on behalf of is a 'contracting authority' as defined in [Public Contracts Regulations 2015, and is therefore eligible for funding through the Public Sector Decarbonisation Scheme](#). This includes the following:
 - Central government departments and their arm's length bodies (set out in Public Bodies as published by the Cabinet Office, see here). For central government departments where their roles are reserved (i.e., not devolved Governments of Scotland, Wales, and Northern Ireland), funding may be used for estates located anywhere within the UK
 - Emergency services
 - Institutions of further and higher education
 - Local authorities
 - Schools within the state education system, including maintained schools, academies, Multi-Academy Trusts, and free schools
 - Nursery schools maintained by a local authority
 - NHS Trusts and Foundation Trusts

Exclusions: Public Corporations, private sector organisations and social housing are not eligible. Registered charities are also not eligible, unless they are also non-departmental public bodies as defined by the Cabinet Office.

- I confirm the Authorising Official has approved submission of this application to Phase 3b of the Public Sector Decarbonisation Scheme on behalf of our organisation.
- I have read the Phase 3b Public Sector Decarbonisation Scheme Application Guidance Notes and agree acceptance of the content.
- I confirm that a team member and/or a consultant will be available to answer any questions, within 2 working days, throughout the assessment process.
- I confirm that the eligible body has agreed to fund any like-for-like costs, as defined in the PSDS Phase 3b criteria.
- I am aware that once agreed, the total grant value cannot be exceeded, and any additional costs need to be supported by the eligible organisation directly.
- The project meets the criteria of "additional" set out in the application Guidance Notes.
- We have or will follow the agreed procurement route for this project in line with any internal procurement policy for our organisation or the relevant eligible body (where applicable).

Organisation and contact details

Soft sector cap (as defined in the Guidance Notes)

- Health
- Education
- Other

Organisation Name (Please state the official name, excluding acronyms)

Which of the below best represents your organisation?

- Schools
- Further education
- Higher education
- NHS
- Emergency services (Standalone ambulance services should select 'NHS')
- Ministry of Defence
- Ministry of Justice
- Other central government departments
- Arms-Length Bodies
- Local Authorities

Organisation address

Region (from the below list):

- East of England
- East Midlands
- Greater London
- North East
- North West
- South East
- South West
- West Midlands
- Yorkshire and the Humber
- Northern Ireland
- Scotland
- Wales

Main contact/Project lead details

Consultant details (if applicable)

Authorising Official details

Note, the Authorising Official is the individual within the eligible organisation that has the final sign off on your Phase 3b Public Sector Decarbonisation Scheme application.

Key Dates

Upon being awarded funding, when are you **realistically** able to start the project?

When are you likely to complete the project?

Supporting information

Below is a list of supporting information, those that are mandatory for submission are labelled with an asterisk (*).

- Application Form*.
- Evidence of end of life of the fossil fuel heating system*.
- Evidence of like-for-like cost of the fossil fuel heating system*.
- Schematic for the current fossil fuel heating system*. Note, if you do not have a schematic for the current fossil fuel system, please provide a written description and upload this here.
- Feasibility reports/surveys to evidence project design for the low carbon heating system including heat loss calculation*.
- Evidence of cost of the new low carbon heating system*.
- Other feasibility reports/surveys to evidence project design for all measures included in the Application Form.
- Evidence of project costs for all measures included in Step 5 of the Application Form*.
- Energy and Carbon Savings Model and calculation*.
- Project programme*.
- Organisation chart*. Helper text – Please provide an organisation chart of the team involved in the project.
- Evidence regarding information on external consultant and contractors*
- Risk register*
- Other supporting information

Further Supporting Information

Please confirm if you are applying for single or multi-year application.

Note, Applicants will not be able to move from multi-year to single-year project once applied and vice versa.

For multi-year applications, Applicants will need to provide a breakdown of forecasted spend in each financial year (2023/24 and 2024/25).

Declaration before Application submission.

Applicants will need to agree to the terms below before submitting their application.

- The information supplied in the Application Form, energy savings information and supporting information is true and correct to the best of our knowledge.
- We understand that we will be required to provide Salix with monthly reports on the progress of the project together with reasonable evidence of costs.
- We understand that if a project's timescales, or scope change, we must notify Salix.
- We agree to Salix sharing knowledge and information about our funded projects with both current and future clients, according to the terms of the Privacy Notice, available on the Salix Website.
- We consent for Salix to share our data with the Department for Business Energy & Industrial Strategy.
- We confirm that we give consent for Salix to share our contact details to any contractor appointed by the Department for Business Energy & Industrial Strategy to evaluate this scheme.
- We confirm there is no double funding for this project (i.e., that two sources of government funding are not being used to subsidise the same capital spend, including previous phases of the Public Sector Decarbonisation Scheme).

- We confirm that the funding for the project will be governed by the terms and conditions of the Phase 3b Public Sector Decarbonisation Scheme Grant Offer Letter

Subsidy Control Rules

Applicants will also have to review the information below and answer the questions around subsidy control rules.

In some instances, public sector organisations can operate as [economic actors](#) as defined in the [UK EU Trade and Cooperation Agreement](#) (TCA). If, in connection with the delivery of the Phase 3b PSDS grant/activities, you are undertaking any economic activity, you must cooperate with Salix to ensure compliance with the subsidy control rules. A public sector organisation will be an 'economic actor' if it is engaged in an economic activity by offering goods or services on a market (see Article 363(1)(a) and (b) TCA).

1. Does your organisation operate as an economic actor in respect of any of the work being undertaken within your Application?
2. If yes, please provide:
 - a. an explanation of what this economic activity is; and
 - b. the amount of funding sought for this economic activity (£) within your Application.
3. By reference to the value of the economic activity declared in (2), please confirm if you have received more than 325,000 Special Drawing Rights over a three-year period.

Any subsidies awarded will need to comply with the TCA Article 366 principles and transparency requirements.

If, in respect of any economic activity, the Applicant has received less than 325,000 Special Drawing Rights over a period of three fiscal years, the grant would not be caught by the subsidy control rules. Special Drawing Rights are an IMF unit and 325,000 SDR is currently approximately £332,000. Further detail is set out in [Section 5](#) of the UK Gov subsidy guidance. Applicants below this limit will need to complete a Small Amounts of Funding Exemption declaration, which will be set out in the Grant Offer Letter.