

London Estates Delivery Unit Improvement Grant Expression of Interest Form User Guide

2025



IG Expression of Interest MS Forms Process

Improvement Grant Expression of Interest Form (IGLR1) 2025/26 ICB

London ICBs Improvement Grant Expression of Interest Form (IGLR1) 2025/25

PLEASE ENSURE THAT YOU READ THIS FORM FULLY TO AVOID ERRORS AND YOUR BID BEING REJECTED. APPLICATIONS WILL ONLY BE ACCEPTED ONLINE VIA THIS FORM.

PLEASE DO NOT EMAIL COPIES OR PDFs OF FORMS AS THESE WILL NOT BE ACCEPTED. ONCE YOUR FORM IS COMPLETE AND SUBMITTED YOU WILL SEE AN ACKNOWLEDGEMENT MESSAGE ON SCREEN. WE ARE SORRY THAT WE ARE UNABLE TO SEND EMAIL ACKNOWLEDGEMENT RECEIPTS.

Section 1

Legal Charges and Grant Agreements. (NHS England, Primary care capital grants policy)

- If the GPs own the property, then as a condition of receiving the grant the GPs are required to enter into a grant agreement and legal charge with NHS England.
- The purpose of the legal charge is to ensure that if the GPs later sell the property, NHS England will secure repayment of the grant.
- The GPs are obliged by the grant agreement to register the legal charge against the title of the property.
- Where the grant is less than £144,000 a Restriction on Title will be required. For all schemes above this value a Legal Charge will be required.

Minimum standards condition attached to all payments under the Directions

If a payment is to be made by NHS England pursuant to the Directions, NHS England must make the payment subject to a condition to the effect that the practice premises in respect of which the payment is made must meet the Minimum Standards.

Section 2

Section 1: GP Contractor Details

1. Full name of practice: *

Enter your answer

2. Contractor practice code: (from NHAIS) e.g. A12345 *

Enter your answer

- Once you click the link it will take you to the landing page of the Expression of Interest form
- Simply enter your answers within the relevant boxes or select the relevant option from the listed items
- Please note the questions with a * require a mandatory response

Once all the questions have been answered within the section please select 'Next' to continue on to the next section

The status bar below displays your progress status throughout the form

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Section 4: Overview of proposed improvements

29. Does the scheme fit with the ICB's and/or PCN's local estates strategy? *

- Yes
 No

30. Will the improvement proposed by the practice enable the ICB/PCN to secure access to primary medical services for existing and new patients? *

- Yes
 No

31. Will the improvement enable a wider range of services to be provided from the practice premises to enable equity of access to services across the local area? *

- Yes
 No

32. Will the scheme improve access for patients with Protected Characteristics (e.g. disability, pregnancy and maternity, age)? *

- Yes
 No

33. Does the practice have an agreed action plan to make the proposed improvements as a result of a CQC or infection control visit? *

- Yes
 No

- If questions with marked with a * (require a mandatory response) do not have an answer populated then an error message will appear directing you to which questions require a response
- You will not be able to click 'Next' and continue to the next section until the mandatory responses are populated

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Section 5 - Details of proposed improvements

When applying for a premises improvement grant, the Practice needs to identify whether the proposed works may be eligible for a grant in accordance with the NHS (General Medical Services – Premises Costs) Directions 2024 with which all funding must comply.

The applicant should select the items they wish to apply for from the lists below.

All items that are eligible will be subject to consideration, while items that are not eligible **will not be considered** for funding.

If the application falls into the "eligible" category, whilst the contractor may apply for a grant, this does not give an automatic right for funding. The London Improvement Grant Team will make a decision using eligibility criteria, the investment prioritisation strategy, budgetary targets and the level of funding available.

The applicant should add either the size or number of items, where applicable, and a clear description. For example; if selecting "Installation of approved clinical wash and hand basin/s", add the number of basins applied for and then describe which rooms they will be in and the reason for this item. Another example; if selecting "Building an extension to existing premises", add the proposed floor area of the extension and describe the type and purpose of extension

*Please note:

- Funding will not be awarded to works that have already been completed or are in progress
- Retrospective claims are not eligible
- Any works started before formal approval is given and due diligence is undertaken will automatically be rejected
- GP IT costs cannot be included in IG bids. The Practice should liaise with their ICB and Borough teams if there's an IT requirement associated with this application.

40. Please review the following sections to detail the proposed improvements, you can click the button in front of the sub-sections section below which will forward you to the relevant section or simply click the 'next' button and you can navigate through all sections. Click 'back' from any section to return to this page. *

- Section 5a - Improvement to practice premises to increase service delivery capacity
- Section 5b - Improvement of physical access to and within practice premises
- Section 5c - The reasonable extension of telephone facilities within practice premises
- Section 5d - Provision of car parking
- Section 5e - Refurbishment of a building not previously used for primary medical services
- Section 5f - Improvements which are necessary in connection with emergency planning
- Section 5g - The installation of a water meter
- Section 5h - Fit-out works in connection with tenancy of a new build.
- Section 5l - improvements which are necessary due to regulatory changes.
- Section 5m - Professional fees and related costs

- Please note for Section 5 within question 40 you can select the relevant sub-section to directly jump to
- Once in the relevant section for your claim please complete the relevant questions

Once all the questions within the sub-section have been answered within the section please collect 'Next' to continue through the remaining sub-sections to reach section 6.

If your claim falls within 2x sections please select 'Back' to jump back to section 5 choices to make a secondary choice or select 'Next' to continue through Section 5 sub-sections

The status bar below displays your progress status throughout the form

The navigation bar at the bottom of the form contains three elements: a grey button labeled "Back", a teal button labeled "Next", and a progress indicator. The progress indicator shows "Page 5 of 23" with a teal line representing the progress through the form.

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PLEASE TAKE THIS AS ACKNOWLEDGEMENT OF YOUR APPLICATION, AS INDIVIDUAL EMAIL CONFIRMATIONS WILL NOT BE SENT.

Thank you for submitting your expression of interest to apply for an improvement grant for the 2025/26 LIG Fund.

Your response was submitted and will be shared with your ICB to confirm support for your scheme.

The London Improvement Grant team will confirm the outcome of the ICB review in due course.

Important thing you can do next

Save my response

← Once completing Section 10 you can click submit and you will receive this confirmation message.

← Please note by clicking this button you can download a copy of your responses/submission.