

# Grants <br> Customer Survey 

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## INTRODUCTION

### 1.0 BACKGROUND TO THE SURVEY

1.1 As part of the Customer Satisfaction Survey Programme agreed with Design and Property Services, the Research Unit conducted a telephone survey of people living in the Derry Grants Office area that had applied for and received a grant from the Housing Executive to repair, renovate, improve, replace or adapt their home.
1.2 The aims of the survey were:

- to evaluate grant applicants' perceptions of the grants process;
- to assess whether applicants thought they had a say in the services they received;
- to identify the priorities of applicants;
- to measure overall satisfaction with the service;
- to evaluate grant applicants views on electronic delivery of services and;
- to identify shortcomings in the service and improvements required as perceived by the applicants.

In addition, the survey was carried out in support of the Craigavon Grants Office's application for a Charter Mark.
1.3 The Research Unit consulted with Design and Property Services on the aims of the survey, questionnaire design, survey methodology and sample frame.

### 2.0 Research Methodology and Sample

2.1 It was agreed that the sample frame should include grant applicants (excluding repair grants) in the Derry Grants Office catchment area whose application had been completed within a 12 month period, i.e. between $1^{\text {st }}$ August 2006 and $31^{\text {st }}$ July 2007. This was agreed as an appropriate cut-off point, bearing in mind resource constraints and the length of time grants customers could be expected to remember details of the application process. The Housing Executive's computerised Grants Management System identified a total of 712 grant applicants to be included in the sample frame.
2.2 The agreed survey methodology was a telephone survey. The sample frame included applicants who had received Home Repair Grants, Disabled Facilities, and Renovation grants.

### 3.0 The Questionnaire

3.1 The questionnaire was designed to assess satisfaction levels with all stages of the grant application process. As the process varies somewhat for Home Repair Grants, the questionnaire design took account of these differences.

### 4.0 Fieldwork and Response Rate

4.1 The Research Unit carried out the interviews by telephone during September and October 2007. Interviews were conducted over a period of approximately 20 days and evening calls were also made. It was agreed that a quota of 100 achieved interviews would be sufficient for analysis.
4.2 From an eligible population of 712 households, two stratified random samples of 100 were selected, proportionate to each grant type. Once the first sample was exhausted, the second sample was used to ensure the target of 100 interviews was achieved.

Table A

| Grant Type | Sample Frame | Sample | Achieved Interviews |
| :--- | :---: | :---: | :---: |
| Home Repair Grants | 392 | 110 | 55 |
| Disabled Facilities | 184 | 52 | 26 |
| Renovation Grants | 136 | 38 | 19 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{2 0 0}$ | $\mathbf{1 0 0}$ |

4.3 As a consequence of setting a target of 100 achieved interviews, the Research Unit did not contact some applicants in the sample. To make allowances for this fact, the results of the survey were weighted and grossed, to provide findings which would be considered representative of the eligible population of Derry grant applicants (Table B).

NB: It should be noted that the application of weights to the data sometimes has the effect of creating tables where column figures do not equal the grand total. This is due to the rounding process associated with weighting. A footnote accompanies each supplementary table in this report where this occurs.

Table B: Effects of Weighting

| Grant Type | Achieved <br> Interviews | Grossed by <br> weight of | Sample Frame |
| :--- | :---: | :---: | :---: |
| Home Repair Grants | 55 | 7.127 | 392 |
| Disabled Facilities | 26 | 7.074 | 184 |
| Renovation Grants | 19 | 7.157 | 136 |
| TOTAL | $\mathbf{1 0 0}$ | - | $\mathbf{7 1 2}$ |

### 5.0 Summary of Main Findings

## Grant type

* The proportion of respondents in receipt of each grant type was as follows:
- Home Repair Grant: 55\%
- Disabled Facilities Grant: 26\%
- Renovation Grant: 19\%


## Contact with Grants Office

* 70\% of respondents stated the grants officer had given his/her name when they first met.
* $84 \%$ of respondents said the grants officer had made an appointment for a preliminary inspection; almost all (99\%) said the appointment had been kept.
* 74\% of respondents said the grants officer had explained what the inspection stage entailed.
$\pm 41 \%$ of respondents said the grants officer had explained whether he thought the grant would be approved.
* $35 \%$ of respondents said the grants officer had explained what type of grant they should apply for.
$457 \%$ of respondents said the grants officer had explained the next steps in the grants process
$488 \%$ of respondents had been very satisfied/satisfied with the inspection stage of the process.
* 39\% of respondents had telephoned the grants office at some time while awaiting approval of their grant application.
* All respondents ( $100 \%$ ) who had telephoned the grants office said the staff were not in a hurry or rushed when dealing with their query and they also found them polite ( $100 \%$ ) and knowledgeable ( $97 \%$ ).
* Almost all respondents (95\%) who had telephoned the grants office were very satisfied/satisfied with the telephone service.
* $11 \%$ of respondents said they had visited the grants office within the previous 12 months, almost all (91\%) were very satisfied/satisfied with their visit.


## Completing Forms

## Preliminary form

* $90 \%$ of respondents said the preliminary form had been clear.
$+85 \%$ said the form had not been difficult to complete.


## Schedule of Works

* $87 \%$ of respondents said the schedule of works package had been clear.
* $86 \%$ reported no difficulty in completing the schedule of works package.


## Test of Resources Form

* $73 \%$ of respondents who had completed a test of resources form said the form had been clear.
* 78\% of respondents who had completed a test of resources form said the form had not been difficult to complete.


## Approval of Grant Form

* $89 \%$ of respondents said the approval of grant form had been clear.


## Payments and Contractors

* $84 \%$ of respondents were very satisfied/satisfied with the overall payment stage of the grants process.
$488 \%$ were very satisfied/satisfied with the builder who had carried out the work.


## Communications from Grants Office

* 98\% of respondents said the letters they had received from the grants office had been clear.
* $94 \%$ thought the letters they had received had not been difficult to understand.
* $96 \%$ were satisfied overall with the letters they had received from the grants office.


## Satisfaction with Overall Process

4 Most respondents thought they had been treated sensitively (97\%) and fairly (93\%) throughout the grants process.

* $92 \%$ of respondents were satisfied with the overall grants process.


## Access to the internet

* $25 \%$ of respondents had access to the internet.
* More than half of the respondents who had internet access (56\%) said they would be interested in accessing grant forms and documentation via the internet.
* More than half of respondents (52\%) who had internet access said they would be interested in receiving information about their grant via e-mail.


## Profile of Respondents

* Almost half of respondents (46\%) were aged 65 or older.

4 Almost three-fifths (58\%) were retired from work and $15 \%$ were not working at the time of the survey.
$468 \%$ of respondents described the religious composition of their household as Catholic, 20\% were Protestant.

## Conclusions

4 Almost all respondents (95\%) were satisfied with the telephone service and almost all (96\%) with written correspondence received from the grants office

* 96\% had not experienced problems with the completion of forms.

4 Satisfaction with the payments stage was high (84\%).
4 Overall satisfaction with the grants process was high (92\%).

## COMMENTARY

### 6.0 Grant Type

More than half of respondents (55\%) had received a repair grant, $26 \%$ had received a disabled facilities grant, and almost one-fifth (19\%) had received a renovation grant (Figure 1, Table 1).


### 7.0 Contact with Grants Office

7.1 The majority of respondents (90\%) said they had been involved in every stage of the grants process and $10 \%$ had been involved in some of the stages (Table 2).
7.2 The majority of respondents (70\%) said the grants officer had given his/her name and $10 \%$ said he/she had not done so; the remaining $20 \%$ either did not know or could not remember (Table 3).
7.3 The majority of respondents (84\%) said the grants officer had made an appointment for a preliminary inspection. Of those respondents who said an appointment had been made, 99\% said the appointment had been kept (Tables $4 \& 5)$.
7.4 Respondents were asked a series of questions to establish if the grants officer had explained the grants process to them. Almost three-quarters (74\%) of respondents said the grants officer had explained what the inspection stage entailed.
7.5 More than two-fifths (41\%) of respondents said the grants officer had explained whether he/she thought the grant would be approved, $35 \%$ said the grants officer had not and $24 \%$ did not know if the grants officer had explained whether or not they thought the grant would be approved.
7.6 More than one-third (35\%) of respondents said the grants officer had explained what type of grant they should apply for, $38 \%$ said this had not been the case and $27 \%$ of respondents did not know if the grants officer had explained what type of grant they should apply for.
7.7 More than half (57\%) of respondents said the grants officer had explained the next steps in the grant application process, $25 \%$ said the grants officer had not done so and $18 \%$ did not know (Figure 2, Table 6).

7.8 The majority ( $88 \%$ ) of respondents were very satisfied/satisfied with the inspection stage of the process, $6 \%$ were neither satisfied nor dissatisfied and $6 \%$ were dissatisfied or very dissatisfied with the inspection stage (Table 7).
7.9 Almost two-fifths (39\%) of respondents had telephoned the grants office at some time while awaiting approval of their grant application. Of these respondents, more than half (56\%) had been told the name of the person dealing with their call, $13 \%$ had not been told the name of the person taking their call and 31\% did not know if the person taking their call had given their name. All respondents (100\%) said staff had been polite had not been in a hurry or rushed when dealing with their query and knowledgeable (100\%) and $96 \%$ said staff were knowledgeable (Tables 8, 9 \& 10).
7.10 Of the respondents who had telephoned the grants office (39\% of all respondents) the majority ( $85 \%$ ) said the person who took the call had been able to deal with their query. Of the $15 \%$ of respondents who said this was not the case, the majority (84\%) said they had been put through to someone who could deal with their query (Tables $11 \& 12$ ).
7.11 Of the respondents who had telephoned the grants office, $95 \%$ were very satisfied/satisfied with the overall service they had received three percent were neither satisfied nor dissatisfied and three percent were dissatisfied (Table 13).
7.12 Eleven percent of respondents had visited the grants office within the previous 12 months. Almost half (46\%) had visited the grants office to submit documents, $27 \%$ had called to make a general enquiry and $27 \%$ for other reasons; these included: filling in forms, advise office that work was completed and updates on grants (Tables 14 \& 15).
7.13 All (100\%) respondents who had visited the grants office within the previous 12 months said counter staff had attended to them within five minutes (Table 16).
7.14 More than one-third (37\%) of respondents who had visited the grants office in the previous 12 months had an appointment to see a particular member of staff; all those who had an appointment (100\%) had spoken to that member of staff. All respondents (100\%) who had an appointment stated that the member of staff had seen them within five minutes (Tables 17, 18 \& 19).
7.15 Of the respondents who had visited the grants office in the previous 12 months, almost three-quarters (73\%) said the person who dealt with their
query had provided identification. Ninety-one percent said the staff who had attended to them during their visit were polite, knowledgeable and were not in a hurry or rushed. (Table 20 \& 21).
7.16 The majority of (82\%) said the advice given to them by staff in relation to their query had been very helpful/helpful (Table 22).
7.17 Almost half of respondents (46\%) who had visited the Grants Office in the previous 12 months had their query dealt with at the counter area, and $55 \%$ had been taken into an interview room. All respondents who had visited the grants office (100\%) were very satisfied/ satisfied with confidentiality at the counter area and the interview room (Tables $23 \& 24$ ).
7.18 Of the respondents who had visited the Grants Office within the previous 12 months, $36 \%$ had read the leaflets and posters on display in the office; all (100\%) said they had found the information had been useful and up-to-date (Tables 25 \& 26).
7.19 Eight-teen percent of respondents who had visited the Grants Office said they had a disability that made physical access to the building difficult for them; no-one had a disability that made it difficult to access information and services provided by the office. The only recommendation for improvement in the Grants Office was more pointers to the ladies room (Tables 27 \& 28).
7.20 Almost all respondents (91\%) were satisfied with their visit to the Grant Office (Table 29).

### 8.0 Completing Forms

## Preliminary Form

8.1 Almost all (90\%) respondents said the preliminary form had been clear and $10 \%$ did not know if the preliminary if this was the case. Most respondents (85\%) said the preliminary form had not been difficult to complete (Figure 3, Table 30).

## Schedule of Works

8.2 Similar proportions of respondents felt the Schedule of Works package had been clear (827\%) and had not been difficult to complete (86\%) (Figure 3, Table 30).

## Test of Resources Form

8.3 The majority of respondents (73\%) who had completed the Test of Resources form found it clear and $78 \%$ did not find it difficult to complete (Figure 3, Table 30).

## Approval of Grant Form

8.4 Most respondents (89\%) said the Approval of Grant form had been clear (Figure 3, Table 30).


### 9.0 Payments and Contractors

9.1 More than four-fifths (84\%) of respondents were very satisfied/satisfied with the payment stage of the grants process (Figure 4, Tables $31 \& 32$ ).
9.2 The majority of respondents ( $88 \%$ ) were satisfied with the builder who had carried out the work. Reasons for dissatisfaction are not included in the report as numbers are too small (Figure4, Table 33).

10.0 Communication from Grants Office
10.1 Most respondents (98\%) said the letters they had received from the grants office were clear. The majority of respondents (94\%) did not find the letters they received difficult to understand and $96 \%$ were very satisfied/satisfied with the letters they received from the grants office (Tables $35 \& 36$ ).
10.2 The majority of respondents (93\%) felt they had been fairly treated and $97 \%$ stated they had been treated sensitively throughout the grants process. The majority of respondents (92\%) said they were very satisfied/satisfied overall with the grants process (Figure 5, Tables 37, $38 \& 39$ ).

Figure 5
Overall Satisfaction with Grants Process


### 11.0 Internet Access

11.1 One-quarter (25\%) of respondents had access to the internet. Of these respondents, $56 \%$ said they would be interested in accessing grants forms and documentation via the internet and $52 \%$ said they would be interested in receiving information and updates about their grant application via e-mail (Tables 41, 42 \& 43)

### 12.0 Respondent Profile

## Age of Respondents

12.1 Almost half ( $46 \%$ ) of respondents were aged 65 or older, $28 \%$ were aged between 55 and 64, 12\% were aged between 35 and 44, 10\% were aged between 45 and 54, 3\% were aged between 25 and 34 and the remaining 1\% refused to provide information (Figure 6, Table 44).

Figure 6 Age Group of Respondents


```
\squareRefused \square25-34 \square45-54 \square35-44 \square55-64 \square65+
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## Employment Status

12.2 More than half (58\%) of respondents were retired from work, $15 \%$ were not working at the time of the survey, $8 \%$ were in full-time employment and $6 \%$ were working part-time, 12 described their employment status as other, which included: housewife, sick/disabled, carer and self-employed the remaining one percent refused to provide information (Table 45).

## Household Religion

12.3 More than two-thirds (68\%) of respondents said their household religion was Catholic, 20\% described their religion as Protestant (Table 46).

## Further Comments

12.4 Almost one-third (31\%) of respondents provided further comments about the grants process; of these $67 \%$ were satisfied with the service provided. A full list of comments is included in Table 47.

## CRAIGAVON GRANTS CUSTOMER SURVEY

Table 1: Grant Type

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Home Repair Grants | 392 | 55 |
| Disabled Facilities | 184 | 26 |
| Renovation Grants | 136 | 19 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
NB due to rounding percentages do not equal 100
Table 2: Was the applicant involved in every stage of the process?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes, every stage | 641 | 90 |
| Yes, some of the stages | 71 | 10 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
NB due to rounding percentages do not equal 100

Table 3: Did the Grants Officer give his or her name?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 498 | 70 |
| No | 71 | 10 |
| Don't know | 142 | 20 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 4: Did the Grants Officer make an appointment for a preliminary inspection?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 598 | 84 |
| No | 36 | 5 |
| Don't know | 78 | 11 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 5: Was the appointment kept?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 591 | 99 |
| No | 7 | 1 |
| TOTAL | 598 | 100 |

Base: 84 (Respondents who had an appointment made for a preliminary inspection)

Table 6: Did the Grants Officer explain....?

|  | Numbers |  |  |  |
| :--- | :---: | :---: | :---: | :---: |
|  |  |  |  |  |
|  | Yes | No | D/K | Total |
| ..what the inspection stage entailed? | 527 | 93 | 93 | 712 |
|  | $74 \%$ | $13 \%$ | $13 \%$ | $100 \%$ |
| $\ldots$ whether they thought the grant would be | 292 | 249 | 171 | 712 |
| approved or not? | $41 \%$ | $35 \%$ | $24 \%$ | $100 \%$ |
| ...what type of grant you should apply for? | 249 | 270 | 192 | 712 |
|  | $35 \%$ | $38 \%$ | $27 \%$ | $100 \%$ |
| ...the next steps in the grants process? | 406 | 178 | 128 | 712 |
|  | $57 \%$ | $25 \%$ | $18 \%$ | $100 \%$ |

Base: 100 (All respondents)
NB because of rounding percentages do not add up to 100
Table 7: Satisfaction with the preliminary inspection stage of process

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very satisfied | 363 | 51 |
| Satisfied | 263 | 37 |
| Neither | 43 | 6 |
| Dissatisfied | 29 | 4 |
| Very dissatisfied | 14 | 2 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 8: Did you make telephone contact with the Grants Office at any time while awaiting approval of grant?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 278 | 39 |
| No | 349 | 49 |
| Don't know | 85 | 12 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 9: Did the person dealing with the call give his/her name?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 157 | 56 |
| No | 36 | 13 |
| Don't know | 86 | 31 |
| TOTAL | $\mathbf{2 7 8}$ | $\mathbf{1 0 0}$ |

Base: 39 (Respondents who had contacted the grants office by telephone)

Table 10: Did you find the staff...

|  | Yes | $\%$ | No | $\%$ | Don't know | $\%$ |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: |
| Polite? | 278 | 100 | -- | -- | -- | -- |
| Knowledgeable? | 271 | 97 | -- | -- | 7 | 3 |
| In a hurry/rushed? | -- | -- | 278 | 100 | -- | -- |

Base: 39 (Respondents who had contacted the grants office by telephone)
Table 11: Was the person who took the call able to deal with your query?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 235 | 85 |
| No | 43 | 15 |
| TOTAL | $\mathbf{2 1 2}$ | $\mathbf{1 0 0}$ |

Base: 39 (Respondents who had contacted the grants office by telephone)

Table 12: If no, were you put through to someone else who was able to deal with your query?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 36 | 84 |
| No | 7 | 17 |
| TOTAL | $\mathbf{2 2}$ | $\mathbf{1 0 0}$ |

Base: 6 (Respondents who said the person who first took their call was unable to help) NB due to rounding column totals do not equal grand totals

Table 13: How satisfied/dissatisfied were you with the telephone service?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very satisfied | 157 | 56 |
| Satisfied | 107 | 39 |
| Neither satisfied/dissatisfied | 7 | 3 |
| Dissatisfied | 7 | 3 |
| TOTAL | $\mathbf{2 7 8}$ | $\mathbf{1 0 0}$ |

Bas: 39 (Respondents who had contacted grants office by telephone)
Table 14: Have you visited the grants office within the last 12 months?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 78 | 11 |
| No | 633 | 89 |
| TOTAL | $\mathbf{4 5 7}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 15: Reason for visiting the Grants Office

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Submit documentation | 36 | 46 |
| General enquiry in form, advise work was | 21 | 27 |
| Other (filling in <br> completed, update on grant) | 27 |  |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past 12 months)

Table 16: Approximately how long did you have to wait in the reception area before you were attended to by counter staff?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| No wait | 28 | 36 |
| 1-5 minutes | 50 | 64 |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Bas: 11 (Respondents who had visited the grants office within the past year)
NB due to rounding column totals do not equal grand totals, percentages do not equal 100
Table 17: Did you have an appointment to see a particular member of staff?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 29 | 37 |
| No | 50 | 64 |
| TOTAL | $\mathbf{7 9}$ | $\mathbf{1 0 0}$ |

Bas: 11 (Respondents who had visited the grants office within the past year)
NB due to rounding column totals do not equal grand totals, percentages do not equal 100
Table 18: Did you speak to that member of staff?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 29 | 100 |
| NO | -- | -- |
| TOTAL | $\mathbf{2 9}$ | $\mathbf{1 0 0}$ |

Base: 4 (Respondents who had visited the grants office within the past year and had an appointment)

Table 19: How long did you have to wait to see that member of staff?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| 1-5 minutes | 29 | 100 |
| TOTAL | $\mathbf{2 9}$ | $\mathbf{1 0 0}$ |

Base: 4 (Respondents who had visited the grants office within the past year and had an appointment)

Table 20: Did the person who dealt with your query identify themselves?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 57 | 73 |
| No | 7 | 9 |
| Don't know | 14 | 18 |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past year)

Table 21: Did you find the staff?

|  | Yes | \% | No | $\%$ | Don't know | $\%$ | Total | \% |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Polite? | 71 | 91 | -- | -- | 7 | 9 | 78 | 100 |
| Knowledgeable? | 71 | 91 | -- | -- | 7 | 9 | 78 | 100 |
| In a hurry/rushed? | -- | -- | 71 | 91 | 7 | 9 | 78 | 100 |

Base: 11 (Respondents who had visited the grants office within the past year) NB due to rounding column totals do not equal grand totals.

Table 22: How helpful was the advice given by staff in relation to your query?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very helpful | 50 | 64 |
| Helpful | 14 | 18 |
| Neither | 14 | 18 |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past year)
NB due to rounding column totals do not equal grand totals.
Table 23: Was your query dealt with ...?

|  | Yes |  | No |  | Total |  |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\mathbf{N}$ | $\mathbf{\%}$ | $\mathbf{N}$ | $\mathbf{\%}$ | $\mathbf{N}$ | $\mathbf{\%}$ |
| At the counter | 36 | 46 | 43 | 55 | 79 | 100 |
| In the interview room | 43 | 55 | 36 | 46 | 79 | 100 |

Base: 11 (Respondents who had visited the grants office within the past year) NB due to rounding column totals do not equal grand totals.

Table 24: How satisfied are you with ...?

|  | Confidentiality at <br> the counter area |  | Confidentiality in the <br> interview room |  |
| :--- | :---: | :---: | :---: | :---: |
|  | $\mathbf{N}$ | $\mathbf{\%}$ | $\mathbf{N}$ | $\mathbf{\%}$ |
| Very satisfied | 14 | 40 | 29 | 67 |
| Satisfied | 21 | 60 | 14 | 33 |
| Total | $\mathbf{3 5}$ | $\mathbf{1 0 0}$ | $\mathbf{4 3}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past year)
NB due to rounding column totals do not equal grand totals, percentages do not equal100.
Table 25: Have you read any of the leaflets/posters/booklets on display in the office?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 28 | 36 |
| No | 50 | 64 |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past year)

Table 26: Did you find the information...?

|  | Yes |  | No |  |
| :--- | :---: | :---: | :---: | :---: |
|  | N | \% | N | \% |
| Useful | 28 | 100 | -- | -- |
| Up to date | 28 | 100 | -- | -- |

Base: 11 (Respondents who had read leaflets and posters)
Table 27: Do you have a disability which makes physical access to this building difficult for you?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 14 | 18 |
| No | 64 | 82 |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past year)
Table 28: Do you have a disability that makes it difficult for you to access information and services provided by this office?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | -- | -- |
| No | 78 | 100 |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past 12 months)
Table 29: Overall how satisfied were you with your visit to the Grants Office?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very satisfied | 57 | 73 |
| Satisfied | 14 | 18 |
| Neither satisfied/dissatisfied | 7 | 9 |
| TOTAL | $\mathbf{7 8}$ | $\mathbf{1 0 0}$ |

Base: 11 (Respondents who had visited the grants office within the past 12 months)

Table 30: Completion of Forms

|  | Clear |  |  |  | Difficult to complete |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{array}{\|c\|} \hline \text { Yes } \\ \text { Number } \\ \% \\ \hline \end{array}$ | $\begin{array}{\|c\|} \hline \text { No } \\ \text { Number } \\ \% \\ \hline \end{array}$ | $\begin{gathered} \text { DK } \\ \text { Number } \end{gathered}$ $\%$ | $\begin{array}{\|c\|} \hline \text { Total } \\ \text { Number } \\ \% \\ \hline \end{array}$ | $\begin{gathered} \text { Yes } \\ \text { Number } \end{gathered}$ (\%) | No <br> Number (\%) | DK Number $\%$ \% | Total Number (\%) |
| Preliminary Form * | $\begin{gathered} 641 \\ (90 \%) \\ \hline \end{gathered}$ | -- <br> -- | $\begin{gathered} 71 \\ (10 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 712 \\ (100 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 14 \\ (2 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 605 \\ (85 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 93 \\ (13 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 712 \\ (100 \%) \\ \hline \end{gathered}$ |
| Schedule of Works package * | $\begin{gathered} 619 \\ (87 \%) \end{gathered}$ | $\begin{gathered} 7 \\ (1 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 85 \\ (12 \%) \end{gathered}$ | $\begin{gathered} 712 \\ (100 \%) \end{gathered}$ | $\begin{gathered} 7 \\ (1 \%) \end{gathered}$ | $\begin{gathered} 612 \\ (86 \%) \end{gathered}$ | $\begin{gathered} 92 \\ (13 \%) \end{gathered}$ | $\begin{gathered} 712 \\ (100 \%) \end{gathered}$ |
| Test of resources Form ** | $\begin{array}{r} 235 \\ (73 \%) \\ \hline \end{array}$ | $\begin{gathered} 7 \\ (2 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 78 \\ (24 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 320 \\ (100 \%) \\ \hline \end{gathered}$ | -- -- | $\begin{gathered} 249 \\ (78 \%) \\ \hline \end{gathered}$ | $\begin{gathered} 71 \\ (22 \%) \\ \hline \end{gathered}$ | $\begin{array}{\|l\|} \hline 320^{* * *} \\ (100 \%) \\ \hline \end{array}$ |
| Approval of grant Form * | $\begin{gathered} 633 \\ (89 \%) \end{gathered}$ | -- | $\begin{gathered} 78 \\ (11 \%) \end{gathered}$ | 712 $(100 \%)$ | N/A | N/A | N/A | N/A |
| * Base: <br> ** Base: <br> *** NB d | 100 (All resp 45 (Respond e to roundin | ndents) ts excludes column to | Home Rep <br> Is do not e | ir Grant ual grand | licants) <br> als, perc | ages do n | dd up to |  |

Table 31: Overall, how satisfied were you with the payment stage?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very satisfied | 306 | 43 |
| Satisfied | 292 | 41 |
| Neither | 78 | 11 |
| Dissatisfied | 36 | 5 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
NB due to rounding column totals do not equal grand totals, percentages do not add up to 100
Table 32: Reasons for dissatisfaction with the payment stage

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Took a long time | 21 | 58 |
| Refused | 7 | 19 |
| Too low price | 7 | 19 |
| TOTAL | $\mathbf{3 6}$ | $\mathbf{1 0 0}$ |

Base: 5 (Respondents who had been dissatisfied with the Payment Stage)
NB due to rounding column totals do not equal grand totals, percentages do not add up to 100

Table 33: How satisfied/dissatisfied were you with the builder who carried out the work?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very satisfied | 434 | 61 |
| Satisfied | 192 | 27 |
| Neither | 14 | 2 |
| Dissatisfied | 50 | 7 |
| Very dissatisfied | 21 | 3 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
$N B$ due to rounding column totals do not equal grand total
Table 34: Reasons for dissatisfaction with builder

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Workmanship not great | 49 | 69 |
| Took longer than it should <br> have | 7 | 10 |
| Plumbing leaked/tiles needed <br> replaced | 7 | 10 |
| Refused | 7 | 10 |
| TOTAL | $\mathbf{7 1}$ | $\mathbf{1 0 0}$ |

Base: 10 (Respondents who were dissatisfied with builder)
NB due to rounding column totals do not equal grand total, percentages do not equal 100
Table 35: Do you think the letters you received from the grants office were..

|  | Yes |  | No |  | DK |  |  | Total |  |  |
| :--- | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | N | $\%$ | N | $\%$ | N | $\%$ | N | $\%$ |  |  |
| Clear? | 697 | 98 | -- | -- | 14 | 2 | 712 | 100 |  |  |
| Difficult to understand? | -- | -- | 669 | 94 | 43 | 6 | 712 | 100 |  |  |

Base: 100 (All respondents)
NB due to rounding column totals do not equal grand total
Table 36: Overall, how satisfied/dissatisfied were you with the letters you received?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very satisfied | 335 | 47 |
| Satisfied | 349 | 49 |
| Neither | 21 | 3 |
| Dissatisfied | 7 | 1 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 37: Overall, do you think you were treated fairly throughout the grants process?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 662 | 93 |
| No | 50 | 7 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)

Table 38: Overall, do you think you were treated sensitively throughout the grants process?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 691 | 97 |
| No | 21 | 3 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 39: How satisfied/dissatisfied are you with the overall grants process?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Very satisfied | 427 | 60 |
| Satisfied | 228 | 32 |
| Neither | 21 | 3 |
| Dissatisfied | 35 | 5 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
Table 40: Reasons for dissatisfaction with the overall grants process

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Needs more work done/didn't get what was <br> needed | 14 | 40 |
| Process took too long, was slow | 14 | 40 |
| Refused | 7 | 20 |
| TOTAL | $\mathbf{3 5}$ | $\mathbf{1 0 0}$ |

Base: 5 (Respondents who had been dissatisfied with the overall grants process)
NB due to rounding column totals do not equal grand total
Table 41: Do you have access to the internet?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 178 | 25 |
| No | 534 | 75 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (all respondents)
Table 42: Would you be interested in accessing grants forms and documentation via the internet?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 100 | 56 |
| No | 78 | 44 |
| TOTAL | $\mathbf{1 7 8}$ | $\mathbf{1 0 0}$ |

Base: 25 (Respondents who had access to the internet)
NB due to rounding percentages due not equal 100

Table 43: Would you be interested in receiving information or updates about your grant by email?

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Yes | 93 | 52 |
| No | 85 | 48 |
| TOTAL | $\mathbf{1 7 8}$ | $\mathbf{1 0 0}$ |

Base: 25 (Respondents who had access to the internet)
Table 44: Age of Respondents

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| $25-34$ years | 21 | 3 |
| $35-44$ years | 85 | 12 |
| $45-54$ years | 71 | 10 |
| $55-64$ years | 199 | 28 |
| $65+$ years | 327 | 46 |
| Refused | 7 | 1 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
NB due to rounding column totals do not equal grand total, percentages do not equal 100
Table 45: Employment Status of Respondents

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Retired | 413 | 58 |
| Not Working | 107 | 15 |
| Working full-time | 57 | 8 |
| Working part-time | 43 | 6 |
| Other (sick/disable, carer, housewife, self- <br> employed) | 86 | 12 |
| Refused | 7 | 1 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)
NB due to rounding column totals do not equal grand total, percentages do not equal 100
Table 46: Household Religion of Respondents

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Catholic | 484 | 68 |
| Protestant | 142 | 20 |
| Refused | 43 | 6 |
| Other | 21 | 3 |
| Don’t know | 14 | 2 |
| Mixed Religion (Protestant/Catholic) | 7 | 1 |
| TOTAL | $\mathbf{7 1 2}$ | $\mathbf{1 0 0}$ |

Base: 100 (All respondents)

Table 47: Further comments about the grants process (telephone service/letters/grants forms)

|  | Numbers | Percentages |
| :--- | :---: | :---: |
| Satisfied with service | 147 | 67 |
| Not enough work done/lost out | 21 | 10 |
| Don't understand why look only at money <br> coming in not what is going out | 14 | 6 |
| Took time to complete | 7 | 3 |
| HE should inspect houses more often | 7 | 3 |
| Just one time office wasn't helpful | 7 | 3 |
| Refused | $\mathbf{1 4}$ | 6 |
| TOTAL | $\mathbf{2 2 1}$ | $\mathbf{1 0 0}$ |

## Base: 31 (Respondents who made further comments)

NB due to rounding column totals do not equal grand total, percentages do not equal 100

