



COVID-19 Homelessness Response Fund

FAQs – Frequently Asked Questions

Do organisations have to be registered as a charity to apply?

Applicants must be incorporated and have one of the following legal structures:

- Registered charity
- Charitable Incorporated Organisation
- Community Benefit Society
- Community Interest Company (with asset lock)

Can I apply as an individual?

No. We do not fund individuals, we can only fund organisations.

How much can I apply for?

Turnover	Min. Grant	Max. Grant
Less than £100,000	£10,000	£10,000
£100,000 - £1 million	£10,000	10% of turnover
£1 million - £5 million	£25,000	£100,000

Where do the funds come from?

£4.8 million is provided by The National Lottery Community Fund. A further £680,000 is from Comic Relief, which raises money to support people living incredibly tough lives, and will primarily be allocated to charities based in Scotland, Wales and Northern Ireland.

What types of organisations will you fund?

- Frontline organisations working directly with people experiencing homelessness and where more than 50 per cent of beneficiaries are people experiencing homelessness.
- Small to medium sized organisations with an annual turnover of less than £5m as shown in their 2018/19 published annual accounts.
- Organisations whose forecast unrestricted cash reserves* will be below 3 months following the impact of COVID-19 this financial year.

* This applies if you are applying for financial relief. We would expect evidence of your need for funding to include that the COVID-19 situation will result in your unrestricted cash reserves falling below 3 months expenditure without our funding.

The main aim of this round of funding is to support organisations to adjust and/or expand services to meet the demands created by COVID-19, we will assess applications on a case by case basis to understand the need for the grant and the impact it would have on the organisation and its ability to respond to the needs of its beneficiaries. We may take your reserve levels into account in prioritising organisations for funding.

What is the eligibility criteria for applicants?

- Incorporated registered charity, CIO, Community Benefit Society or CIC (with asset lock)
- Based in and operating in England.*
- Organisation is already working to end homelessness and rough sleeping
- Proposed activity is in line with the organisation's charitable mission/purpose

***Through the partnership with Comic Relief, £680,000 will be available for organisations meeting the above criteria but based in Scotland, Wales or Northern Ireland.**

What will you fund?

Grants must be for **revenue** expenditure only.

You can apply for a grant for one or both of two reasons:

1. To help alleviate the financial impact of COVID-19 on your organisation. This may be because of a reduction in your actual or expected income this year, and/or as a result of higher costs you have incurred or expect to incur as a result of providing services to your beneficiaries as a direct result of the COVID-19 crisis.
2. To expand or adapt services in light of COVID-19 to support people experiencing homelessness safely and effectively.

What will you fund?

- Investments in systems
- Investments in people
- Investments in infrastructure (but excluding purchases of buildings or land)
- Dedicated capacity development
- Staff salaries
- Project activities
- Running costs
- Small-scale refurbishment (but excluding refurbishments which significantly improve existing land or building assets)
- Equipment
- Organisational development
- Contributions to fixed costs.

Are there priority areas for the fund?

There are no specific priority areas for the fund but we do want to know if you will be providing support for specific groups such as BAME people, LGBTQ+ people or if your organisation is led by people with lived experience of homelessness.

What will you not fund?

Grants must be used for delivering front line services and we are unable to fund the following types of activities:

- Activities of a political or exclusively religious nature;
- Lobbying or activity intended to influence or attempt to influence Parliament, Government or political parties;
- Using grant funding to petition for additional funding;
- Input VAT reclaimable by you from HMRC;
- Good or services that you have a statutory duty to provide;
- Payments reimbursed or to be reimbursed by other public or private sector grants;
- Contributions in Kind (i.e. a contribution in goods or services, as opposed to money);
- Depreciation, amortisation or impairment of fixed assets by you;
- The acquisition or improvement of fixed assets by you;
- Interest payments (including service charge payments for finance leases);
- Gifts to individuals and promotional items;
- Entertaining (entertaining for this purpose means anything that would be a taxable benefit; to the person being entertained, according to current UK tax regulations);
- Statutory fines, criminal fines or penalties;
- Liabilities incurred before the issue of this funding agreement unless agreed in writing by us;
- Use in respect of costs reimbursed or to be reimbursed by funding from any other source;
- Use to cover interest payments (including service charge payments for finance leases); and
- Use to purchase buildings or land.

Please note we cannot fund organisations that were successful in Round 1 of the COVID-19 Homelessness Response Fund which distributed funding from MHCLG.

Do I need to have matched funding or co-funding?

No

Can I apply if my income is over £5 million?

If your most recent published accounts demonstrate a turnover of *significantly* more than £5 million, then you are not eligible. However, if your income is close to the £5 million mark and you can evidence how this is expected to fall below this year, then you are able to apply, but please make a clear comment of this in your application.

What do you mean by ‘we will fund frontline organisations working directly with people experiencing homelessness where more than 50 per cent of beneficiaries are people experiencing homelessness?’

This grant is for your organisation, and not project specific. The funding is for organisations whose primary beneficiaries are people experiencing homelessness. We understand organisations may work with other people too, but to be eligible for this grant, people experiencing homelessness must represent more than 50% of your organisation's beneficiaries.

Do I need a letter of support from my Local Authority?

We want to know that you will work with Local Authorities and partners towards delivery of agreed strategic plans to meet the needs of rough sleepers and homeless people. We strongly encourage applicants to submit the relevant local authority's endorsement, by letter or email, to ensure that bids complement (and do not duplicate) the council's work. Supporting letters from an elected members/councillors will not be considered and so should not be submitted. If it has not been possible for you to obtain this endorsement, please tell us why.

What do you mean by 'new or adapted services to people experiencing homelessness who are affected by COVID-19'?

This fund is to support your organisation in mitigating the negative financial impact incurred due to the effects of COVID-19. We acknowledge that because of the effects of COVID-19 some of your services may need to change and adapt. Therefore, you are able to apply for core costs that enable you, as an organisation, to support the expansion or adaptation of services so that you can continue to support people experiencing homelessness in a COVID-19 safe environment.

What if my organisation is a member organisation part a larger organisation?

If your organisation has a separate constitution and accounts then you are eligible to apply, however if you share accounts which may result in meaning your income is above the threshold, then you are not eligible to apply.

When do any successful awards need to be spent by?

All grants must be spent within 6 months of receipt or 19th April 2021 if this is earlier.

Who can I contact if I have an enquiry?

We strongly advise all applicants to read our application guidance notes and read answers to all of our FAQs before submitting your enquiry.

If you have an enquiry that is not covered in our guidance materials you can send your enquiry to fund@homelesslink.org.uk Please insert 'COVID-19 Homelessness Response Fund enquiry' as your email subject and provide your organisation and contact name.

We are a small team working remotely from home right now, so we cannot provide a telephone number for you to call. If you wish to speak to someone on the phone, please email us with your contact name and number and we will arrange a call back. We aim to respond to all enquiries within 2 working days.

When can I apply?

Please see Application Timetable below:

Comic Relief

Open for applications	Monday 13th July 2020
Deadline	Monday 28th September 2020, 1 pm

The National Lottery Community Fund

Open for applications	Monday 13th July 2020
Deadline #1	Monday 3rd August 2020 , 1 pm
Deadline #2	Monday 28th September 2020, 1 pm

How can I check whether my organisation is eligible for funding?

Please read the 'who can apply?' section on the application guidance.

How can I check whether my proposal is eligible for funding?

Please read the 'what we will fund' and 'what we will not fund' sections above.

Will you fund existing work, or does it need to be a new project?

This fund is designed to support your organisation, not specific projects, so it can fund existing work and core costs.

Can I apply in partnership with another organisation and if so, what are the guidelines?

No. If you work with other organisations they should also apply to the fund separately.

Will successful applicants receive any support as part of the award?

No, but all Homeless Link members can access the normal support we provide.

Will you be looking at what other activities are taking place in applicants' areas as part of the assessment process?

We want to know that you will work with local authorities and partners towards delivery of agreed strategic plans to meet the needs of rough sleepers and homeless people. We strongly encourage applicants to submit the relevant local authority's endorsement, by letter or email, to ensure that bids complement (and do not duplicate) the local authority's support for homelessness services impacted by COVID-19. Supporting letters from an elected member/councillor will not be considered and so should not be submitted.

How will funding decisions be made?

Each application will be assessed against the application criteria published in the application guidance. The grants panel will consist of a Homeless Link SMT member, MHCLG representative(s), and two independent people, and will be chaired by a Homeless Link trustee.

What if my application is unsuccessful?

If your application is unsuccessful, we will email you to notify you of the outcome. We are not able to provide feedback on this occasion. You are not able to appeal our decision, but if you have a complaint about how your application has been dealt with, please contact us at fund@homelesslink.org.uk 'COVID19 Homelessness Response Fund- complaint'.

What if my application is successful?

Congratulations! We will email you to notify of the grant offer and we will provide you with a grant agreement to sign and return to us electronically. Once this has been signed and received, we will pay you the grant in a single payment into the bank account that you tell us about (and provide evidence of) in your application.

What are the monitoring requirements?

We want you to tell us about how things went. We require this information in order for us to report to our funders, but also to enable us to understand what successes you experienced, what challenges you faced and how you overcame them as well as the context you are operating within. You will be required to complete an online monitoring form. If your application is approved, a grant manager will make contact with you. They will share a monitoring template and guidance with you at the start of your grant. You will need to submit your monitoring one month after the end of your grant.

Can I apply if I am already receiving a grant from The National Lottery Community Fund?

Yes, you can still apply however the two grants must not be for the same thing.