



Ministry of Housing,
Communities &
Local Government



Housing Justice



homeless link

MHCLG – Homelessness Winter Transformation Fund for faith, community and voluntary sector organisations

FAQs – Frequently Asked Questions

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

No. 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 with one of the structures listed above.

How much can I apply for?

The Fund will award grants of between £10,000 and £100,000.

Grants up to £150,000 will be considered in exceptional cases where there is a strong case for funding of a higher amount.

Please note: If the amount of grant applied for is high in relation to an organisation's turnover, the application may be subject to further due diligence.

Where do the funds come from?

The Ministry of Housing, Communities and Local Government (MHCLG) has provided £2 million of transformation funding for the homelessness, faith, community and voluntary sector to bring forward additional single room and COVID-19 secure accommodation this winter to prevent rough sleeping.

When can I apply?

Please see Application Timetable below:

Grant application window open	Wednesday 21 st October 2020
Grant deadline for PANEL 1	1pm, Wednesday 4 th November 2020
Grants awarded PANEL 1	Thursday, 26 th November 2020
FINAL GRANT DEADLINE – PANEL 2	1pm, Wednesday 2 nd December 2020
Grants awarded from PANEL 2	Thursday, 17 th December 2020

Applications received by 1pm on 4th November 2020 will be considered at the first grants panel and successful applicants can expect to receive the funds during December 2020.

What types of organisations will you fund?

We will fund:

- Frontline organisations who are working to help end rough sleeping, who can demonstrate how grant funding will reduce rough sleeping 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 with a higher turnover may apply if they are the only winter shelter provider in a particular area.

What if I have previously applied to Homeless Link for COVID-19 Homelessness Response Funding?

Both successful and unsuccessful applicants to the Covid-19 Homelessness Response Fund (in any previous rounds) are able to apply for funding from this Fund. However, for any successful grantees, the request must be for a different or additional area of spend.

What if my organisation is part a larger organisation?

If your organisation has a separate constitution and accounts then you are eligible to apply as an organisation. However, if you share accounts and a governance structure then the larger organisation must be the applicant and must meet the eligibility criteria and turnover limit.

What if we want to apply for a project that forms part of a larger organisation?

This grant is for your organisation and not project specific. We do expect that the organisation's primary beneficiaries to be 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.

Does it matter what level of reserves we have?

Organisations with any level of reserves are able to apply to this Fund. However, in the event that we receive a very high number of applications, we may look to forecasted cash reserves in order to prioritise funding, so please do provide this information in your application form.

What is the main eligibility criteria?

The main criteria for applying organisations is:

- You must be an Incorporated Registered Charity, CIO, Community Benefit Society or CIC (with asset lock).
- You must be based in and operating in England.
- You must be already working to end homelessness and rough sleeping.
- Your proposed activity must be in line with the aims of the fund
- Your proposed activity should be in line with your charitable mission/purpose.
- You must provide full accounts (audited or independently examined).
- You must provide a bank statement from the last 3 months
- Wherever possible Local Authority support is submitted or where not, a suitable explanation is provided.

What activities will you fund?

Proposals must be for one or both of the following activities;

1. To provide additional accommodation to rough sleepers during the period 1st December 2020 to 31st March 2021. By additional we mean additional to what is already being commissioned by the local authority and which consists of single rooms, COVID-19 secure accommodation
2. To provide support services over the winter months that *prevent* rough sleeping and/or support rough sleepers off the streets in innovative ways building on proven approaches such as hosting, shared houses, support work and accessing the private rented sector.

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 women, vulnerable/shielded groups, BAME people, LGBTQ+ people, couples, or pet owners, or if your organisation is led by people with lived experience of homelessness.

What guidance should we be following for our proposed activity?

This will depend on your proposals.

MHCLG has recently published Operating Principles for night shelters. Night shelter accommodation is generally a term used to refer to premises with some communal sleeping areas. Please note this fund is intended to financially support provision which involves upscaling to provision which has single rooms. However you should ensure you read this guidance and adhere to these principles if relevant to your service offer: <https://www.gov.uk/guidance/covid-19-provision-of-night-shelters>

Separate MHCLG guidance is available for hostels with individual rooms. You should therefore ensure you read and adhere to this guidance if relevant to your proposals.

<https://www.gov.uk/government/publications/covid-19-guidance-on-services-for-people-experiencing-rough-sleeping/covid-19-guidance-for-commissioners-and-providers-of-hostel-services-for-people-experiencing-homelessness-and-rough-sleeping>

Organisations will need to make an assessment on which guidance if any (and which areas of the guidance) are most relevant for their particular circumstances and setting, such as their staffing arrangements and the extent to which their facilities are shared.

What types of costs will you fund?

Costs that can be covered by the grant include:

- Investments in systems (such as small scale information systems)
- Investments in people (such as staff travel and training)
- Investments in infrastructure (but excluding purchases of buildings or land)
- Dedicated capacity development
- Staff salaries
- Project activities
- Running costs (such as rent and bills)
- Small-scale refurbishment (such as decoration and basic furnishing but excluding refurbishments which significantly improve existing land or building assets)
- Equipment (such as PPE)
- Organisational development
- Contributions to fixed costs

What types of costs will you *not* fund?

We are unable to fund the following types of activities or items:

- 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;
- Goods 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 good 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.

Do I need to have match funding?

No

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

Yes wherever possible or a clear explanation of why not. Local Authorities are expected to play a key role in planning winter provision and SWEP provision for rough sleepers so we want to know that you are working with Local Authorities and partners towards delivery of agreed strategic plans to meet the needs for cold/winter provision. 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. Ideally supporting letters should come from Officers responsible for planning winter provision. **Supporting letters from elected members/councillors will not be considered and so should not be submitted.**

If it has not been possible for you to obtain support you will need to explain why.

What do you mean by 'single room and COVID-19 safe' accommodation?

This aim of this fund is to bring forward single room and COVID-19 secure accommodation this winter. So this means accommodation for rough sleepers which involves individual/sole use sleeping rooms. In most cases it is also expected that this will include individual washing facilities (which could be attached to the bedroom in an en-suite arrangement or not).

This is the preferred position put forward by MHCLG in its operating principles for night shelters which states "Night shelter projects should consider whether they can provide self-contained accommodation options. For clear safety reasons individual rooms and individual washing facilities should be the default to appropriately protect individuals from communicable diseases such as Covid 19".

If this is not possible then Projects can still submit applications and should explain why this has not been possible and how they will ensure any shared washing facilities will be COVID-19 safe.

In addition, the inclusion of individual cooking facilities would also be the ideal option to appropriately protect and minimise transference. However there is no requirement for individual cooking/kitchen facilities to be included. Any provision of cooking facilities or food provision must be COVID-19 safe and in accordance with relevant guidelines and this should also be confirmed in the application.

When do any successful awards need to be spent by?

All grants must be spent by 31st March 2021.

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 you enquiry to fund@homelesslink.org.uk Please insert 'Homelessness Winter Transformation Fund enquiry' as your email subject and provide your organisation and contact name. We aim to respond to all enquiries within 2 working days.

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

We can only accept applications from single organisations. We recognise that organisations may wish to work together on winter provision but any organisations requiring funding would need to apply 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. The Housing Justice Winter Night Shelter Network is a membership network open to grassroots winter night shelters across England and Wales which also provides advice, support specifically for winter night shelters.

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 - except as referred to earlier – if you are the only winter shelter provider in a particular area.

Irrespective of whether you are the only provider or not - if your income is close to the £5 million

mark and you can evidence how this is expected to dramatically fall below this year, then you are able to apply, but please make a clear comment of this in your application.

How will funding decisions be made?

Each application will be assessed against the application criteria published in the application guidance. Homeless Link will be assessing grant applications. Housing Justice and MHCLG representatives will also be involved.

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 'Homelessness Winter Transformation Fund' enquiry.

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?

Successful grantees will be expected to report to Homeless Link on how grant funding has been used:

- a mid-project update in January 2021 and
- a monitoring report at the end of the grant period (March 2021).

Homeless Link's Grant Manager will maintain 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.