**Greater Manchester Mayoral Homelessness Fund**

Thank you for your interest in the GM Mayoral Homelessness Fund. Before applying for the fund please read these guidelines carefully.

**What is the Mayoral fund for?**

The fund has been established by Andy Burnham, the first Mayor of Greater Manchester to assist frontline projects to deliver innovative initiatives to tackle homelessness and support the goal to end rough sleeping in Greater Manchester. The Fund consists of freely given donations by members of the public, stakeholders, businesses and organisations who want to end homelessness.

**Who is eligible to apply?**

The Fund is targeted at GM-based organisations with charitable aims. We would normally expect to target funding at smaller community-based projects.

To access the Fund, an organisation must sign-up to ALL of the following key principles:

* To promote independence and not sustain life on the streets
* Commitment to end rough sleeping
* Commitment to reduce homelessness
* Willingness to work together with other partners in the GM Homelessness Action Network at all times
* Willingness to share their practice and expertise
* Commitment to share and publish outcomes from any project supported by the Fund

Organisation must be based in Greater Manchester and organisations must become a member of the GM Homelessness Action Network in order to receive funding.

Organisations will normally be expected to have a recognised policy on equal opportunities.

Where an organisation has received 2 awards from the Fund, we would normally expect to prioritise applications from other organisations in order to support as great a number of organisations as possible.

**What Grants does the Fund Provide?**

The Fund provides for 3 Grant Programmes:

Small Grants Programme - up to £1, 000

Medium Grants Programme - between £1, 000 - £2, 500

Large Grants Programme - above £2, 500

**What kind of projects are we looking to support?**

To be eligible for a grant from the Mayor’s Fund, your application must be able to demonstrate how your project supports people who are homeless, threatened with homelessness and/or sleeping rough within Greater Manchester.

Projects may include, for example:

* Enabling additional volunteering opportunities to get more help to people
* Providing specialised supported accommodation for young people with access to education, volunteering and employment opportunities.
* Expanding mental health and rehabilitation programmes across Greater Manchester, including re-building community mental health support, recovery-led accommodation and arts programmes.
* Bringing empty properties back in to use for people threatened with becoming homeless.
* The relief of rough sleeping in Greater Manchester

This list is by no means exhaustive – we welcome any application which offers innovative solutions to homelessness.

We would welcome options for ‘loans’ to agencies which can offer repayments to the Fund, to be recycled to support further projects.

**What the grant cannot be used for:**

* Support for a specific individual
* The replacement of ongoing operational costs
* The direct replacement of Statutory funding
* Political or religious promotion and/or campaigning activity
* Projects with no charitable

**Applications for Staffing Costs:**

We recognise the value of supporting and bridging some staffing costs in the voluntary and charitable sector as a way of providing stability to organisations and projects where these funds may be difficult to access from other sources.

We will consider all applications on a case-by-case basis. We would expect to seek further information prior to an award, including sustainability and value for money. Support may be awarded to cover essential staffing costs and we would expect this to be on a time-limited basis.

**How to Apply:**

We operate an open application process and the Fund is open at all times. There are no closing dates for applying for this grant and applications can be accepted at any time.

As well as completing the online application form, organisation will also need to upload/provide the following:

* A copy of your constitution/governing document/set of rules.
* The contact details of at least 3 member of your management committee/board of trustees/board of directors.
* A copy of a bank statement or other evidence of a bank account in the name of your organisation. The bank account must have at least 2 signatories. Alternatively, if you belong to a small organisation that does not have a bank account another charitable organisation can look after the funds for you, but you must provide written authorisation from the organisation that will do this.
* A copy of your most recent annual accounts or financial records that show your organisations balance of funds, income and expenditure. If you do not have financial records covering a full year then you will need to provide the records you currently have.
* A safeguarding policy if your organisation works directly with children or vulnerable adults
* A copy of your volunteering policy.

Where agencies are unable to use the online application form, bids can be sent electronically to **GMHomelessFund@greatermanchester-ca.gov.uk**

The above email address may be used as a contact route for organisations for informal discussions on the application process and to obtain feedback.

**How will grants be assessed?**

An independent panel will be responsible for assessing individual all applications to the Fund.

All applications will be assessed individually, however, consideration will be given to applications that can demonstrate:

* Scale of impact
* Sustainability
* Innovative projects that evidence meeting a key need
* Significant existing under-provision and/or a developing area of need

The financial sustainability of the Fund will be a consideration at all times and applications will be considered in the context of the continuing viability of the Fund.

Applications that demonstrate Match-funding, Social Value/evidence in kind and/or support for third sector in Greater Manchester will be prioritised.

The assessment process for the Large Grants Programme will involve a greater level of scrutiny and the Panel reserves the right to consult with others with specialist knowledge or expertise, for example in terms of law, finance, and accountancy.

**Outcome of Applications**

Organisations will be notified of the outcome of their bid within the timescales below:

1. Small Grants Programme – within 14 days
2. Medium Grant Programme – within 14 days
3. Large Grants Programme – as necessary, but generally within 56 working days

Successful awards will be published and successful bidders will be expected to co-operate in publicising their schemes and the difference which the Mayoral Fund has made. Successful applicants will also be required to provide continuing monitoring information to assess the success of the Fund and value for money.

**Reapplication**

Organisations can reapply for funding however, where there has been 2 successful awards in any 12 month period for any organisation, it is not expected that any further awards will be made during this period and organisations will be expected to seek funding elsewhere.

**Monitoring and Evaluation**

Organisations will be sent a grant monitoring report form 6 months after the grant has been paid. Details will be required of the following areas:

* How the grant was/has been spent?
* What has been achieved?
* Outcomes in line with the grant application form.

It is expected that officers may carry out visits to assisted projects as part of the monitoring process.

**Data Protection**

The GM Mayoral Homelessness Fund will use the personal data provided on the application form to process your application and to monitor the project. In limited circumstances, we may be required to release information, including personal data and commercial information on request under the Freedom of Information Act 2000. However, we will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the Data Protection Act 1998. If you feel any other information about your application or project should not be made publically available, please contact us to discuss this.

GM Mayoral Homelessness Fund Guidelines July 2017