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**MOJ COVID 19 FUND**

**For Domestic Abuse**

**&**

**Sexual Violence**

**Summary of Fund**

The Ministry of Justice have released details of funds available to support Domestic Abuse and Sexual Violence delivery in Northamptonshire administered via the OPFCC during the Covid pandemic.

In total Northamptonshire has been allocated up to £252,000, subject to MoJ approval of spending bids up to that amount.

There are two further funding allocations for Northamptonshire that are open to bids from organisations who are not commissioned by PCCs.  The allocations are:

|  |  |
| --- | --- |
| Sexual violence services that are already commissioned by PCCs and those that are not currently funded by PCCs      | £63,000 |
| Domestic abuse services that are not currently commissioned by PCCs                                                                                 | £63,000 |

We therefore invite individual and shared bids for the available funding which can used for the following:

* Funding can be used to address short term income disruption where organisations are unable to take advantage of existing government measures.
* Funding can be used to meet essential costs of sustaining current activities, such as the move to remote working and digital rather than face to face offer.
* Funding can be used to address increased demand, including adapting services to address more immediate beneficiary needs in light of COVID-19.

Please see the full guidance from the MoJ via the link below, that sets out what is/is not included within this fund <https://www.gov.uk/guidance/covid-19-funding-for-domestic-abuse-and-sexual-violence-support-services>. The funding is for additional costs from **24 March to 31st October 2020**.

Organisations applying must be a registered charity, a charitable incorporated organisation, a social enterprise, including companies limited by guarantee or a community interest company.

Applications should be returned to the OPFCC by **5pm on 5 June 2020**. There is a due diligence checklist that is attached at Appendix A. If you have time to complete it please enclose with your application form, however if not, when your application is shortlisted you will be asked to complete and return it to us.

We are aware of various funding streams available at this time, however we ask that you do not submit duplicate bids for funding streams already applied for as this will be checked by the MoJ.

If you have any queries about the fund and your application please contact:

**Vicki Martin**

**Transformation Manager Northamptonshire OPFCC**

**Vicki.Martin@northantspfcc.pnn.gov.uk****, Mobile no. 07557778365**

**Application Form**

|  |  |
| --- | --- |
| **Organisation name:** |  |
| **Total amount of funding applying for:** |  |
| **Grant Reference Number** (for internal use only) |  |
| **Does the OPFCC already commission your service to deliver:** | Domestic abuse services [ ] Sexual violent services [ ]   |

**Section 1 – Organisation details**

## Main contact details

Please fill in the following details about the person in your organisation who will be the main contact for your application.

|  |  |
| --- | --- |
| Name: |  |
| Job title: |  |
| Address: |  |
| Tel: |  |
| Mobile: |  |
| Email: |  |

Please detail any particular communication needs your main contact has e.g. textphone, sign language, large print, audiotape, Braille or a community language.

|  |
| --- |
|  |

## 1.2 Type of organisation

Please confirm the type of your organisation as stated in the governing document, giving the registration number where appropriate and the year the organisation was established (please complete all those that apply):

|  |  |  |
| --- | --- | --- |
| **Type of Organisation** | **Registration Number**  | **Year Established** |
| Registered charity  |  |  |
| Charitable incorporated organisation |  |  |
| Company Limited by guarantee |  |  |
| Community Interest Company  |  |  |
| Social enterprise |  |  |

## 1.3 About your organisation and track record

Please tell us about your organisation and what it provides for domestic abuse or sexual violence victims, and details of any specific work your organisation undertakes with people with protected characteristics (e.g. race, religion, age, gender etc) (**maximum of 250 words**):

|  |
| --- |
|  |

**Section 2 – Funding Requirement**

**2.1 Which fund are you applying for:**

|  |  |
| --- | --- |
| **Sexual Violence**  | [ ]  |
| **Domestic abuse** | [ ]  |

**2.2 Please state the total amount of funding your organisation requires:**

|  |
| --- |
| **Total amount:**  |

**2.3 Please detail what the funding will be spent on:**

You should include who will benefit from the activity, how many people will be reached, how it will be delivered, and a breakdown of costs (**max 500 words)**

|  |
| --- |
|  |

**2.4 Has your organisation lost income due to COVID-19 (e.g. a planned fundraising event not taking place)?**

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | [ ]  | No | [ ]  |

If yes, please provide details of lost income.

|  |
| --- |
|  |

**2.5 Are you having to use current reserves to keep your organisation running?**

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | [ ]  | No | [ ]  |

If yes, please provide details, and include how your current reserves level compares to business as usual;

|  |
| --- |
|  |

**2.6 Please state your current level of reserves**

|  |
| --- |
|  |

**\*You will need to send a copy of your annual accounts to the OPFCC with this application\***

**2.7 Has your organisation faced any additional costs due to COVID 19 lockdown from March 2020?**

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | [ ]  | No | [ ]  |

If yes, please provide details;

|  |
| --- |
|  |

**2.8 Will your organisation face any additional costs due to COVID 19 lockdown before the end of October 2020?**

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | [ ]  | No | [ ]  |

If yes, please provide details;

|  |
| --- |
|  |

**2.9 Has your organisation received any additional income connected to COVID 19? (Income from government, statutory services, donations and any ongoing donation activity?)**

|  |  |  |  |
| --- | --- | --- | --- |
| Yes | [ ]  | No | [ ]  |

If yes, please provide details of additional income;

|  |
| --- |
|  |

## Section 3 working in partnership

## 3.1 If you are intending to deliver this project in partnership with any other organisation please advise who the partner organisations are, and their role in the activity (maximum of 50 words per partner).

|  |  |
| --- | --- |
| **Name of Partner** | **Role** |
|  |  |
|  |  |

**3.2 Please detail if any match funding will be used, and how much will be match funded:**

|  |
| --- |
|  |

# Section 4- Final Declaration

**I / we hereby confirm that my / our organisation or any directors or partner or any other person who has powers of representation, decision or control have not been convicted of any of the following offences:**

|  |
| --- |
| 1. Conspiracy
 |
| 1. Corruption
 |
| 1. Bribery
 |
| 1. fraud or theft
 |
| 1. any offence listed:
 |
| 1. in section 41 of the Counter Terrorism Act 2006; or
 |
| 1. in Schedule 2 to that Act where the court has determined that there is a terrorist connection;
 |
| 1. any offence under sections 44 to 46 of the Serious Crime Act 2007 which related to an offence covered by subparagraph (f);
 |
| 1. money laundering or offences relating to the proceeds of criminal conduct; or
 |
| 1. an offence under section 4 of Asylum and Immigration (Treatment of Claimants etc.) Act 2004;
 |
| 1. any other offence under section 59A of the Sexual Offences Act 2003;
 |
| 1. an offence in connection with the proceeds of drug trafficking
 |
| 1. any other offence within the meaning of Article 57(1) of the Public Contracts Directive
 |

**I / we hereby confirm that within the past three years my / our organisation and its directors / trustees have not:**

|  |
| --- |
| 1. violated applicable environmental, social and labour obligations established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions;
 |
| 1. been made bankrupt or been the subject of insolvency or winding up proceedings;
 |
| 1. been guilty of grave professional misconduct;
 |
| 1. tried to unduly influence the decision-making process of the Office of the Police and Crime Commissioner;
2. tried to obtain confidential information that may confer undue advantage; or
 |
| 1. provided misleading information that may have a material influence on decisions concerning grant award.
 |

For the purposes of this declaration, a Relevant Conviction is a conviction involving dishonesty, violence or sexual assault and a Regulated Activity has the meaning given in Schedule 4 to the Safeguarding Vulnerable Groups Act 2006.  I / we hereby confirm that no individual, employed or associated with the Beneficiary, has:

* disclosed that he has a Relevant Conviction;
* been found by the Beneficiary to have any Relevant Convictions (whether as a result of a police check or through the DBS procedures or otherwise); or
* been barred from, or whose previous conduct or records indicate that he would not be suitable to carry out Regulated Activity or who may otherwise present a risk to service users, and no such individual is or shall be employed or engaged in any part of the provision of the Funded Services.

**Declaration**

I confirm that I am authorised to sign on the behalf of the organisation and that all the information given or referred to in this application form is true and accurate and that all relevant information has been submitted.

I agree to meeting the MoJ KPI requirements (that are currently being waited on) and will report those outcomes to the OPFCC upon request.

\*I have attached a copy of our annual accounts with this application\*

|  |  |
| --- | --- |
| Name: |  |
| Position in organisation: |  |
| Signed: **(an original signature is required)** |  |
| Date: |  |

# Section 5 - Finishing your application

Please send the electronic copy of this application form and a copy of your annual accounts to: funding@northantspfcc.pnn.gov.uk

If you prefer to send a hard copy of the application rather than email then please send the application form, with an original signature and all attachments as listed above, to: COVID 19 MOJ FUND Northamptonshire Office of the Police, Fire and Crime Commissioner, East House, Force Headquarters, Wootton Hall, Northampton, NN4 0JQ.

**The deadline for completed applications is 5pm on Friday 5 June 2020.**

**If you have any queries about the application process please contact**

**Vicki Martin** **Vicki.Martin@northantspfcc.pnn.gov.uk** **Mobile number 07557778365.**

**Please note this deadline is for both the electronic copies and/ or hard copy applications to reach us. Late applications will not be accepted.**

**Appendix A Due Diligence Checklist**

Please complete the following table:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Yes** | **No** | **N/A** |  |
| Does your organisation have current public liability insurance?  | [ ]  | [ ]  | [ ]  | If yes: Value: £ |
| Does your organisation have current employer’s liability insurance?  | [ ]  | [ ]  | [ ]  | If yes: Value: £ |
| Does your organisation have an **active** Management Committee or Board of Trustees with at least three people who are unrelated?  | [ ]  | [ ]  | [ ]  |  |
| Does your organisation have recent signed accounts?  | [ ]  | [ ]  | [ ]  |  |
| Does your organisation have a bank account with 2 signatories? | [ ]  | [ ]  | [ ]  |  |
| Does your organisation have a policy on financial controls and management?  | [ ]  | [ ]  | [ ]  |  |
| Does your organisation have a current safeguarding children and/or vulnerable adults policy?  | [ ]  | [ ]  | [ ]  | If your project intends to work with children or vulnerable adults we will need to see a copy of these policies. |
| Do staff who will be delivering the project have current DBS checks?  | [ ]  | [ ]  | [ ]  | Only applicable for staff working with children or vulnerable adults |
| Does your organisation have a current data protection policy?  | [ ]  | [ ]  | [ ]  |  |
| Does your organisation have a current equality and diversity policy?  | [ ]  | [ ]  | [ ]  |  |
| Is your organisation registered with the ICO? | [ ]  | [ ]  | [ ]  | If yes: registration number: |

**Income and expenditure**

Please outline your annual income and expenditure in the past two years?

|  |  |  |  |
| --- | --- | --- | --- |
| **Financial year** | ***Or state own financial year*** | **Annual income****£** | **Annual expenditure****£** |
| **2019 – 2020**  |  |  |  |
| **2018 – 2019** |  |  |  |