# Fair Housing Futures
# Test and Learn Grant Fund Guidelines

Funded by the Nationwide Foundation and led by the FHF Partnership Board, Fair Housing Futures has been established to improve the experience of private renting for those with limited financial and social support in Greater Manchester. Our ambition is to help create a private rented sector (PRS) that provides decent and affordable homes for people in need.

**What is the focus of the fund:**
Delivered in partnership with the Community Foundation and Shelter, the primary focus of the fund is to test trail-blazing solutions to the issues that vulnerable people face whilst renting. As part of the project, we have conducted a research exercise of the PRS in Greater Manchester. This research has helped to identify the priorities for the Fair Housing Futures Test and Learn Grant Fund and develop the funding categories.

**The FHF fund will support projects to:**

- **Improve communication** between tenants, landlords and letting agents to enhance the renting journey.
- **Empower tenants** by raising awareness of existing services, regulation and enforcement.
- **Support landlords** by improving their awareness of regulation and enforcement, and help them manage their experiences and expectations of being a landlord.
- **Break the stigma** of vulnerable tenants in the PRS, particularly those in receipts of benefits.

Projects should either be brand new initiatives or alternatively those that are proven to work and need further investment to be scaled up.

We are looking for innovative ideas to improve the PRS. If you have an exciting project that does not fit within the funding categories, we would still like to hear from you. Please contact us to discuss your idea further. Contact details below.

**Who we will fund**

- The FHF fund is open to charitable organisations including registered UK charities, CIC's (Limited by Guarantee), constituted community groups and co-operatives. In addition, Local Authorities (for non-statutory projects) are eligible to apply. Please contact the Community Foundation if you have any questions on eligibility.
- Projects need to be based in Greater Manchester and should cover at least one of the ten boroughs (Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford, Wigan)

We would like to encourage innovation and collaboration. Partnerships and consortia are encouraged to apply. Lead partners must be an eligible entity but can partner with private organisations such as a Letting Agent. The lead partner should submit the bid and will manage the funds if successful. The grant cannot be used for profitable/private gain. Partnerships should be established before applying.

**Funded by** Nationwide Foundation

**Hosted by** Shelter

**How much is available:**

We are inviting applications of between £10,000 and £100,000 per year for up to 3 years i.e.

- Projects of 12 months or less = can apply for grants of between £10,000 and £100,000
- Projects over 2 years = can apply for grants of between £20,000 and £200,000
- Projects over 3 years = can apply for grants of between £30,000 and £300,000

**What we will fund**

- Core costs - budget for running and facility costs, office equipment, supplies, any travel and accommodation, printing etc.
- Staff costs - budget for staffing, including full-time staff, part-time staff, project delivery staff costs and other related expenses.
- All staff costs must be paid at least the Real Living Wage determined by the Living Wage Foundation https://www.livingwage.org.uk/what-real-living-wage
- Development and capacity building costs – budget to help build capacity and sustainability of organisation e.g. staff/volunteer training, external consultancy fees.
- Volunteer costs - budget for reimbursements of expenses, e.g. telephone calls, travel and meals.
- Activity costs - budget for resources to facilitate a project/activity that fall outside capital, volunteer or staffing costs, e.g. catering, insurance.
- Small-scale capital costs - budget for small-scale set up costs including one-off expenses for equipment or fixed assets that may have use or benefit beyond the life of the grant/one financial year, such as computer hardware. This can also include perishable capital, which are items that are required for the delivery of a project, such as paint, paintbrushes and gardening equipment.
- Building works and refurbishment costs will be considered where they are essential to the successful delivery of the project.

**The following cannot be supported via the fund:**

- Statutory responsibilities (Local Authorities can apply for projects outside of this).
- Individuals
- National organisations that cannot demonstrate local governance in Greater Manchester or a track record/partnership in the area.
- Private commercial organisations/ventures
- Purchase/maintenance of vehicles
- Activities that will have already taken place before we offer you a grant
- Politically connected or exclusively religious activities
- Projects for personal profit
- Organisations that are established solely for the benefit of animals or plants
- Debts and other liabilities
- Reclaimable VAT

**If you have any queries regarding your application, please contact the Community Foundation or Shelter. Details below.**

**How to apply?**
Please visit the Community Foundation for Lancashire website - www.lancsfoundation.org.uk/fund/fair-housing-futures-fund and complete an online application form. For more information on Fair Housing Futures please visit www.shelter.org.uk/fairhousingfutures

To complete your application, you will need to send include the documents listed below. Please attach your documents to your online application or email them to applications@cflm.email within 7 days of submitting the application. If relevant documents are not submitted your application will be withdrawn.

**Documents which need to be included with your application:**
1. A copy of the applicants governing document such as a Constitution or Memorandum and Articles of Association.
2. A copy of the applicants latest annual accounts or income/expenditure document
3. A copy of a recent bank statement for your group
4. A list of the current Trustees/Directors/Management Committee
5. A copy of the applicants current Safeguarding Policy for Children and Young People and/or Vulnerable adults. All applicants must ensure they hold relevant policies and procedures in place to undertake activities, such as DBS checks, depending on proposed activity.

**The closing date for applications is Monday 30th September 2019 at 5pm.**

**What happens next?**
Completed applications are considered by Community Foundation staff to check eligibility, assessing against the criteria and priorities of the programme. You may be contacted for more information after applying and the Fair Housing Futures Partnership will make decisions based on the fund criteria and the budget available.

You should expect to hear the outcome of your application in November 2019.

**How we use your personal data**
By completing this application form, Community Foundation for Lancashire and Merseyside will use the personal data about you and other individuals named in your application to assess and administer a grant application for the Fair Housing Futures Test and Learn grant fund. Personal data about your management team will also be used for identification with third parties via publicly available sources (e.g. The Charity Commission register or Companies House Register).

If your application is successful, your details may also be used to contact you to gain your thoughts on the effectiveness and impact of the programme.

When necessary, personal data collected through the application process may be shared with the Fair Housing Futures Partnership Board, The Nationwide Foundation and with other third parties where the law permits or requires it.

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Any photographs and commentary provided to support your application may include personal data relating to individuals supported by your organisation. These photos, logos and details may be used in promotional material created in relation to your application and may be shared with The Nationwide Foundation and Shelter for their websites and literature.

We will only use your information where we have a legal basis to do so, for example, to carry out our legitimate business interests to manage and promote the Fair Housing Futures grants or to meet our legal or contractual obligations. By providing any personal data about another person you are confirming that they understand how their data may be used and shared.

You have certain rights when it comes to your personal information. This includes rights to access and correct your information, and to erase, transfer, object to, restrict or take away consent around how we use your information. Please contact the Community Foundation if you or anyone named in your application has any concerns with the information being used publicly or if you wish to exercise any of these rights.

For further information please contact:

James Proctor, Senior Programmes Manager
Community Foundations for Lancashire & Merseyside
T: 0330 440 4900 Email: james@cflm.email

Or

Roli Barker, Development Manager
Shelter
T: 0344 515 1351 Email: Roli_Barker@shelter.org.uk

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