**OVA Veterans’ Capital Housing Fund:**

**Development Grant Programme - 2023/24**

**Application Questions**

This document is provided for information purposes only. The only way to apply for a grant is through our **online application form**. (You will be sent the details of how to access the online application form)

Many organisations find it helpful to work on the questions in a Word Document, then upload full answers when ready to apply. This can be particularly helpful if there are any issues with your internet connection when you are completing the online form.

(The first section of the form will ask for organisation and contact details)

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| **About Your Project** | | **Max word count** |
| **What would you like to call your project?** | This should be short and descriptive, maximum of five words | 5 words |
| **Please provide a short summary of your project.** | In 50 words or fewer, tell us what your project will do. If successful, this project description will feature on our website so please avoid the use of acronyms and words such as we/our. | Up to 50 words |
| **Tell us about the programme of work that will be undertaken if your application is successful and how it will contribute to reducing veteran homelessness and end rough sleeping.** | Describe what you will do with this development grant. You should outline the different elements of your programme of development work. Tell us what you intend to do and how your intended outcomes contribute to the government’s ambition to reduce veteran homelessness. These should relate to aims and needs of the Veteran Capital Housing Fund programme, as outlined in the programme Guidance. | Up to 500 words |
| **Which programme priority does this development project aim to meet if built?** | Which of the programme priorities does your project aim to meet if built? Please choose the category that best describes your project. Please select all that apply, if only one applies only select one option.   * Transitional homeless veteran housing * Accommodation or facilities in a veteran care home. * Accommodation or facilities in long term * Veteran supported housing. * Refurbishments that enhance and improve access to housing for veterans with disabilities. * Housing which facilitates family life for veterans. | Drop down (allows multiple choice) |
| **How will your project meet the wider programme aims of the Veteran Capital Housing Fund?** | Please tell us how your project will help reduce veteran homelessness and meet the wider aims of the Veteran Capital Housing Fund programme.   * To increase homes/housing units available at affordable rents. * Ensuring properties meet decent homes and energy efficiency standards. * Meeting identified need for both transitional and long-term veterans’ housing. | Up to 300 words |
| **Tell us how the project has been developed with veterans** | Show us how the idea for your project has been shaped by the people it will benefit. Have veterans been involved in any consultation when planning the project. | 150 |
| **Tell us about any experience you have in developing similar projects.** | Please demonstrate that you have the required skills and experience to deliver this project including tendering, managing partners, good governance, and financial monitoring processes. This should include any experience managing capital projects. | 250 |
| **Tell us why this project is needed in this location.** | Why is the project needed in this particular location with respect to need and access. | 200 |
| **Please tell us the location of this project.** | Please tell us the geographical location where the proposed project will take place. | Dropdown |
| **Please tell us the project postcode.** | Please tell us the primary postcode where the proposed project will take place. | Postcode |
| **Is your Senior Leadership Team and Trustees/Directors supportive of your plans.** | Please tell us what involvement the Senior Leadership Team have had in shaping this project? Are Trustees or Directors supportive of this application? You could also tell us about their relevant professional experience.  You can write up to 150 words. | 150 |

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| **Beneficiaries** | | |
| **Who will the beneficiaries be?** | Please select all that apply and to the lowest level (to include ages) veterans. | Drop down |
| **Tell us more about the veterans you seek to help.** | Describe the types of needs you expect them to present; How will you meet these needs?  Would you describe their needs as being high, medium or low in terms of the support that they need?  You can write up to 300 words. | 300 |
| **Will your project address the needs of veterans from marginalised groups, or those who have previously had less access to appropriate accommodation e.g. Women, BAME, LGBT etc** | Please outline these plans and your relevant experience in this area. Please also outline your understanding of the specific challenges for veterans with physical difficulties and how you will be addressing these.  You can write up to 250 words. | 250 |
| **How many veterans does your organisation currently house?** | Please confirm the approximate number of veterans that your organisation currently houses. | Number |
| **How many homes or units does your organisation currently have within its remit?** | Please outline the number of homes or units your organisation manages or owns. | Number |
| **How many additional homes or units would be created as part of this project?** | Please outline how many additional homes or units that would be provided as part of this project. | Number |
| **How many people would benefit from this project directly?** | Please provide the number of people that would benefit directly as a result of this project being built? | Number |
| **How many people would benefit from this project indirectly?** | Please provide the number of people that would benefit indirectly as a result of this project being built. | Number |
| **Project Delivery** | | |
| **What stage of development is your capital project at?** | Please tell us what stage your project is up to at this point. | 150 |
| **Does your organisation own the land or existing premises freehold or leasehold? If leasehold, how many years left?** | If you receive an award, we will request a copy of your lease or land registry title document, at the same point as you return your signed grant contract and prior to any grant payment being made.  We would expect any lease to have a term of a minimum of 10 years remaining at the time of the award. If the term is less than 10 years, the grant offer would be revoked. | 100 |
| **Does any part of this project seek to purchase land or a property?** | Would part of the capital project be to purchase land or a property? Please give us detailed information regarding this and at what stage this is at. Or answer N/A if not applicable. | 200 |
| **Have you discussed your potential project with the local authority?** | Have you had a conversation with the local authority about this project and do they endorse it? How does this complement and not duplicate existing provision? | 250 |
| **When would your proposed project start?** | Your development project must be completed within 12 months.  DO NOT enter date manually. | date |
| **When would your proposed project finish?** | Your development project must be completed within 12 months.  DO NOT enter date manually. | date |
| **If applicable, tell us who you would work with to develop and deliver your project, where you are partnering with other organisations who may receive part of any grant you may be awarded.** | This could be organisations you network with or work in partnership with. If you would be working in partnership with an organisation and they would be managing any part of the grant, you would need a partnership agreement in place. This would be reviewed by the Trust before any funds will be distributed, if your application is successful. Where you detail a partnership organisation, please confirm if you have an existing partnership agreement with them or that you will have a partnership agreement put in place if you are successful.  What experience does the proposed partner have in delivering capital projects?  You can write up to 300 words. | 300 |
| **Has a Development Appraisal been undertaken at this stage?** | Have you at this stage, undertaken a Development Appraisal, or do you intend to undertake one.  <https://www.gov.uk/government/publications/development-appraisal-tool> | 100 |
| **What are the main risks associated with this project?** | What are the main risks associated with this project and how do you plan to mitigate against these? | 200 |
| **Please tell how you will ensure that you deliver the project in line with our ethical values?** | The Trust has an ethical code of conduct. You should tell us why you are confident that you can deliver the project in line with our values of Respect, Competence, and Integrity.  If your organisation has its own code of ethics, it is your responsibility to ensure that it is compatible with our code. | 200 |
| **Budget** | | |
| **Please confirm the total grant amount that you are requesting?** | Please note that this must not exceed £25,000. Please round this figure up to the nearest pound (£) and do not use any pence. Please, only enter the amount. DO NOT use a currency symbol or any punctuation. E.g., 24999 | number |
| **Please describe in words and amounts the main costs that you are asking for funding towards?** | Please provide a clear breakdown of what your costs will be. The breakdown should include specific information regarding any of the associated costs involved. We may ask you for more detailed budgeting information if your application is successful. You should ensure that you only include costs that are relevant to the development grant and eligible according to the programme guidance. | 250 |
| **Is any other funding required for the development project?** | Will you be applying for other funding as part of this development project, or is this already in place? Please provide details. | 100 |
| **What is the total cost of the development project?** | Please confirm the total amount required for the development work. | 50 |
| **How do you anticipate funding the full capital build project?** | This funding is to develop your building project. How do you anticipate funding the full capital project in due course? | 100 |
| **Why do you need a grant from us to carry out this development project?** | Why do you need funding from us to carry out this project?  You can write up to 200 words. | 200 |
| **Checklist** | | |
| **If you are unable to answer yes to any of these questions, we may be unable to consider your application:**   * **Have you completed all relevant sections of the application form?** * **Do you agree to abide by our Ethical Code of Conduct and review your own code of conduct to ensure it is compatible with ours?** * **If you are not a registered charity or local authority, are you able to provide your latest, approved full annual accounts document? You will need to send this as an attachment with your application.** | | Tick boxes here?  y/n |
| **Declaration etc** | | |