**OVA Veterans’ Capital Housing Fund:**

**Stage One ‘Expression of Interest Application Questions**

**Major Capital Grants Programme**

This document is provided for information purposes only. The only way to apply for a grant is through our **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 part of your form will ask for**

**CONTACT AND ORGANISATION DETAILS**

Please note that you will be asked for the **details of two contacts** within your organisation.

* Please think carefully about who these should be, as at least one of these contacts **MUST** be authorised to sign the grant terms and conditions and authorise use of the organisation’s bank account to receive the grant payments if your application is successful.
* At least one of your contacts must provide an email address, which is that of the organisation (that is, not a personal email address).
* If either contact changes, even before we have made a decision, you must let us know as soon as you can so we can ensure that, if you are successful, your offer is sent to the correct people for signing.

|  |  |  |
| --- | --- | --- |
| **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  |
| 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.  | 50 |
| Please tell us more about what you plan to do if you receive a grant for this project. How will it meet the programme aim of reducing veteran homelessness and end rough sleeping? | Describe what you will do with this major capital grant. You should outline the different elements of your project, provide an outline/initial timetable, and give an indication how mature these plans are. Tell us about the work that will be undertaken and how this will meet the programme aims. You can write up to 400 words. | 400 |
| Which programme priority does this meet? | Which of the programme priorities will your project meet? 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 (allow 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 veteran housing.You can write up to 200 words. | 200 |
| What overall difference or impact will this project make to the lives of Veterans | Tell us what the impact will be on the lives of these Veterans once the capital work is complete.You can write up to 150 words. | 150 |
| **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 150 words. | 150 |
| 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 150 words. | 150 |
| 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 |
| Please tell us what consultation you have already undertaken with the people in your chosen beneficiary group(s), and what further engagement you will have with them in preparing your plans if you are invited to the second stage of this application process.  | You should demonstrate that this consultation has and will shape the design of your project. You can write up to 200 words. | 200 |
| How many Veterans does your organisation currently house? | Please confirm the approximate number of veterans that your organisation currently houses | Number |
| **Project Delivery**  |
| What stage is your project currently at?  | Please tell us at what stage your project is at currently.You can write up to 150 words. | 150 |
| Has a Development Appraisal been undertaken? | Have you at this stage, undertaken a Development Appraisal, or do you intend to undertake one.<https://www.gov.uk/government/publications/develop>[ment-appraisal-tool](https://www.gov.uk/government/publications/develop)You can write up to 150 words. | 150 |
| Does your project require planning permission, building regulations approval or any other statutory consent? | Does your project require planning permission? Does your project require Building regulations approval? Does your project require any other consent?Please provide us with either:A link to the planning portal where you have applied for Planning Permission/Building Regs or any other consent.ORPlease describe, in detail, the progress that you have made against these.We may ask to see more information during our assessment process. You can write up to 200 words. | 200 |
| Does your organisation own the property/land freehold or leasehold? | If you are invited to submit a stage two application, we may request a copy of your lease or land registry title document. We expect any lease to have a term of a minimum of 10 years remaining at the time of the award. Longer leases may be required for awards over £500k, this will be discussed if applicable.• Our organisation owns the property/land Freehold• I can confirm the organisation’s lease has over 10 years remaining, and we will supply this if required.• The organisation has a lease which has less than ten years remaining; however, the organisation is in the process of having this extended and will be able to provide this if we are invited to submit a stage two application. | Multi choice dropdown (Can only pick one) |
| If the property/land is leasehold, do you have permission from the landlord to carry out this work? | Please tell us if the landlord consents to the work being carried out. We may ask for evidence of this if you are invited to submit a stage two application (if you are the freeholder, answer N/A).You can write up to 50 words. | 50 |
| Please tell us what experience your organisation has in delivering capital projects? Please tell us who will manage your capital project and about their experience.  | What experience does your organisation have of managing large capital projects? Have you identified who will manage the capital project, are they experienced in managing similar capital projects? You can write up to 150 words. | 150 |
| Proposed project start date | Please select a date from the calendar, do not enter manually. Please see the programmes’ page of the website for application deadlines and decision information. | date |
| Proposed project end date | Please select a date from the calendar, do not enter manually.  | date |
| **Budget** |
| Please confirm the total grant amount that you are requesting from us?  | This figure should be no more than £500,000, apart from exceptional bids between £500,001 and £1M - see the guidance notes for more detail.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., 485000 | Number (Limit is £1M) |
| What is the total project cost? | Please tell us what the total project cost is? 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., 485000 | number |
| If the total project costs are more than the amount you are applying for from us, please tell us where you will get the other funding from and if this has been secured?  | If other funding is required for this project, where will it come from, has this been secured?You can write up to 75 words. | 75 |
| For organisations applying for more than £500k, have you secured match funding?  | Do you have match funding of at least 30% secured for the whole project. This needs to be in cash, rather than in kind. It must be secured at the time of application rather than a target to raise at a later date. (Please answer N/A if you are applying for £500k or under)You can write up to 100 words  | 100 |
| **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 |