

GRANT AGREEMENT FOR
SHEFFIELD CITY REGION SUPPORTING HOMELESS VETERANS

BETWEEN

BARNSELY, DONCASTER, ROTHERHAM AND SHEFFIELD COMBINED AUTHORITY

AND

BARNSELY METROPOLITAN BOROUGH COUNCIL

Re Supporting Homeless Veterans

This Agreement is dated

PARTIES

1. **BARNSELY, DONCASTER, ROTHERHAM AND SHEFFIELD COMBINED AUTHORITY** of 11 Broad Street West, Sheffield, S1 2BQ (the "Authority"); and
2. **BARNSELY METROPOLITAN BOROUGH COUNCIL** of Town Hall, Church Street, Barnsley, South Yorkshire, S70 2TA (the "Recipient")

being the Party or Parties, as applicable.

BACKGROUND

The Authority is the Accountable Body in respect of the Supporting Homeless Veterans funding and has agreed to make funding available to the Recipient under the terms and conditions of this Agreement (the "Agreement").

AGREED TERMS

1. DEFINITIONS

In this Agreement the following terms shall have the following meanings:

Accountable Body: the body responsible for spending and further distribution of the Grant.

Commencement Date: 1st September 2019

Data Protection Legislation: means the Data Protection Act 2018 (DPA), and the General Data Protection Regulation ((EU) 2016/679)(GDPR) and any national implementing laws, regulations and secondary legislation, as amended or updated from time to time, in the UK, and all applicable law about the processing of personal data and privacy, and any successor legislation to the GDPR or the DPA.

Grant Period: the period for which the Grant is awarded starting on the Commencement Date and ending on 31st March 2022

Grant: the total amount of funding to be available which is £90,000.00

Grant Manager: Sue Sykes, Assistant Director – Programme and Performance Unit. The officer acting on behalf of the Authority, or his or her replacement as notified to the Recipient from time to time.

Monitoring Information: the information required to monitor the Project within the timeline and at the intervals set out at Schedule 3.

Outputs: as set out as Schedule 3.

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Project: as set out in Schedule 1.

Project Generated IPRs: means all IPRs generated by the Recipient in connection with the Project.

Project Manager: Jayne Hellowell on behalf of the Recipient, or his or her replacement as notified to the Authority from time to time.

Serious Breach: any breach which adversely, materially and substantially affects the performance or delivery of the Project.

Sub-Contractor: any person, firm or company to whom the Applicant may sub contract all or any part of the performance or delivery of the Project provided under the Agreement.

2. ENTIRE AGREEMENT

- 2.1 This Agreement shall be of no effect until it has been signed by or on behalf of both Parties.
- 2.2 The terms and conditions set out in the Agreement shall govern the Agreement to the exclusion of all other terms including those that the Recipient may purport to apply to the Agreement and shall supersede any prior promises, representations, undertakings, implications or Agreement made by the Parties.
- 2.3 No amendment or variation to this Agreement shall be effective unless it is by agreement in writing and signed by the Authority and the Funding Recipient.

3. PURPOSE OF THE GRANT

- 3.1 The Recipient shall use the Grant only for the purpose of the Project and in accordance with the terms and conditions set out in this Agreement. The Grant shall not be used for any other purpose without the prior written agreement of the Authority.
- 3.2 The Recipient must deliver the Outputs within the Grant Period.
- 3.3 The Recipient shall not make any significant change to the Project without the Authority's prior written agreement.

4. PAYMENT OF THE GRANT

- 4.1 Subject to Clause 20 the Authority shall pay the Grant to the Recipient in accordance with Schedule 2 during the Grant Period.
- 4.2 Payment of the Grant will only be made if the Recipient complies with the Monitoring Information requirements and can demonstrate that the Outputs have been achieved.

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- 4.3 The Grant paid by the Authority under this Agreement shall not include any element of Value Added Tax. It shall be the responsibility of the Recipient to establish the VAT position with respect to payments made under this Agreement, or any other contract, and to discharge any liabilities which may arise.
- 4.4 The Authority shall pay the Grant directly into the Recipient's chosen bank account through the Authority's Purchase 2 Pay System and upon receipt of a valid purchase order.
- 4.5 If the Recipient does not comply with the terms of this Agreement, then the Authority may terminate the Grant and cease to make payments in accordance with Clause 20. For the avoidance of doubt, this will include any failure to achieve the Outputs, failure to provide any of the Monitoring Information.
- 4.6 The Grant must be spent in full by the end of the Grant Period. Should any part of the Grant remain unspent at the end of the Grant Period, the Recipient shall ensure that any unspent monies are immediately returned to the Authority unless otherwise agreed in writing.

5. MONITORING AND REPORTING

- 5.1 The Recipient shall closely monitor the delivery and success of the Project throughout the Grant Period and thereafter to ensure that the aims and objectives of the Project are being met, that this Agreement is being adhered to and that the Outputs will be achieved.
- 5.2 The Recipient shall provide the Authority with the Monitoring Information by the deadlines set out in Schedule 3.
- 5.3 The Recipient shall on request provide the Authority with such further information, explanations and documents as the Authority may reasonably require in order for it to establish that the Grant has been used properly in accordance with this Agreement.

6. LEGAL COMPLIANCE AND QUALITY ASSURANCE

- 6.1 The Recipient shall operate working practices which comply with (including but not limited to) Safeguarding Legislation, Employment Legislation, Health and Safety at Work Legislation, Race Relations, Data Protection and Freedom of Information, Equalities Legislation and other Legislation and/or guidance relevant to the delivery of the Project.

7. LIABILITY

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- 7.1 The Recipient shall indemnify the Authority against any expense, liability, loss, claim or proceedings in respect of personal injury to or death of any Participant or any other person given or made by any court of competent jurisdiction or mutually agreed as part of any settlement arising out of or in the course of or caused by the negligent act or omission or wilful default of the Recipient in the delivery of the Project, except to the extent (if any) that it was also caused or contributed to by the negligent act or omission or wilful default of some other person acting as a servant or agent of the Authority.
- 7.2 The Recipient shall indemnify the Authority against any proven expense, liability, loss, claim or proceeding in respect of direct loss or damage to property whether belonging to the Authority or a Participant or otherwise given or made by any court of competent jurisdiction or mutually agreed as part of any settlement arising out of or in the course of or caused by the negligent act or omission or wilful default of the Recipient in the delivery of the Project, except to the extent (if any) that it was also caused or contributed to by the negligent act or omission or wilful default of some other person acting as a servant or agent of the Authority.
- 7.3 The Recipient shall be liable for, and shall indemnify the Authority against any expense, liability, loss, claim or proceedings arising as a result of, or in connection with, any breach of the terms of this Agreement or any act or omission by the Recipient or made by their employees, agents, successors, assigns and contractors in connection with or in respect of or in consequence of the undertaking of any activities connected with the Project; and/or as a result of any breach of this Agreement by the Recipient or by any such person.
- 7.4 The Recipient warrants to the Authority that all activities carried out under this Agreement, contained in the Outputs or otherwise, will not infringe, in whole or in part, any copyright or any other Intellectual Property Rights (IPRs) of any person and agrees to indemnify the Authority against any and all claims, demands, proceedings, expenses and losses, including any of a consequential nature, arising directly or indirectly out of any act of the foregoing in relation to any works, where such act is, or is alleged to be, an infringement of a third party's copyright or other IPRs. This warranty and indemnity shall survive the termination of this Agreement and shall exist for the life of the copyright or other IPRs.
- 7.5 The Authority accepts no liability for any consequences, whether direct or indirect, that may come about from the Recipient running the Project, the use of the Grant or from withdrawal of the Grant.

8. PUBLICITY

- 8.1 The Recipient shall, and shall procure that its Sub-Contractors, at all times comply with all branding guidelines, publicity and acknowledgement conditions of use issued by the Authority (or any future name or logo adopted by the Authority). The acknowledgement and publicity provisions are to include, but is not limited to -;

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- a) direct press - including written or spoken public presentations about the Project;
 - b) marketing and communications - including banners, brochures, social media imagery and leaflets; and
 - c) on-site acknowledgement - including site hoarding, site and Project temporary and permanent plaques;
- 8.2 In accordance with clause 8.1 the Recipient shall ensure that they –
- a) provide advance notice of any announcements (2 weeks if possible);
 - b) use approved descriptions in media releases;
 - c) invite representatives of the Authority to landmark events; and
 - d) provide photographic evidence and examples of compliance to the Grant Manager alongside reporting requirements as detailed in Schedule 3.
- 8.3 The Recipient shall comply with all reasonable requests from the Authority to facilitate visits, provide additional information and case studies, that will assist the Authority in its promotional and fundraising activities relating to the Project;
- 8.4 The Recipient shall participate in and co-operate with promotional activities relating to the Project that may be instigated and/or organised by the Authority;
- 8.5 The Recipient shall acknowledge the Grant in its annual report and accounts, including an acknowledgement of the Authority as the source of the Grant.
- 8.6 The Authority may acknowledge the Recipient's involvement in the Project as appropriate without prior notice.
- 8.7 The obligations in this clause shall continue beyond expiry or termination of this Agreement.

9. INSURANCE

- 9.1 The Recipient shall maintain and shall ensure that its contractors maintain all insurances required by Law and shall provide the Authority with evidence of such insurances upon request by the Authority.

10. INTELLECTUAL PROPERTY RIGHTS

- 10.1 The Parties agree that all rights, title and interest in or to any information, data, reports, documents, procedures, forecasts, technology, Know-How and any other IPRs whatsoever owned by either Party before the Commencement Date or developed by either Party during the Grant Period, shall remain the property of that Party.

10.2 The Recipient shall grant to the Authority a perpetual non-exclusive licence to use the Project Generated IPRs and shall procure the grant of such licence from any third party where applicable.

11. CONFIDENTIALITY

11.1 Subject to Clause 13 all documents and information provided by either Party to the other during or in connection with the performance of this Agreement shall be treated as confidential. Such documents and information shall not be used by the receiving Party except for the purposes for which they were made available and such documents and information shall not be disclosed by the receiving Party to any other person without the prior written consent of the issuing Party. The Parties shall use all reasonable endeavours to ensure that its employees and its sub-contractors are under a similar obligation of confidentiality in respect of the relevant documents and information. The above restriction shall not apply to information which: -

11.1.1 is already in the public domain; or

11.1.2 is disclosed to the Recipient without any obligation of confidence by a third party who has not derived it directly or indirectly from the Authority; or

11.1.3 is trivial or cannot reasonably be considered to be confidential; or

11.1.4 Is required to be disclosed by law.

11.2 The Recipient will ensure that information deemed confidential is only released to a third party with the prior written authority of the party providing that information.

11.3 The duties in this Clause 11 will survive any termination of this Agreement.

12. FREEDOM OF INFORMATION

12.1 The Recipient acknowledges that the Grant is being paid out of public funds and the Recipient is required to assist the Authority with the requirements of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIRs).

12.2 The Recipient shall provide all necessary assistance and cooperation as reasonably requested by the Authority to enable the Authority to comply with its obligations under the FOIA and EIRs;

12.3 The Recipient acknowledges that the Authority may be required under the FOIA and EIRs to disclose information without consulting or obtaining consent from the Recipient. The Authority shall be responsible for determining in its absolute discretion whether any information is exempt from disclosure in accordance with the FOIA and/or the EIRs.

13. DATA PROTECTION

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13.1 Both parties will comply with all applicable requirements of the Data Protection Legislation

14. RETENTION AND MAINTENANCE OF RECORDS

14.1 The Recipient must maintain records for the Project which enables it to comply with the Monitoring Information requirements and demonstrate the Outputs required by the Authority.

14.2 The Recipient must ensure that it keeps full, complete and accurate books, annual accounts, records and documentation on the Project for a minimum of six years following completion of the Project and make such books, annual accounts, records and documentation available to the Authority on request.

15. ASSIGNMENT, SUBCONTRACTING AND DISTRIBUTION OF FUNDING

15.1 The Agreement is personal to the Recipient and the benefit and or burden of the Agreement may not be sub contracted, assigned or novated, in whole or in part, by the Recipient without the prior written consent of the Authority which shall be unfettered.

16. WARRANTIES

16.1 The Recipient represents warrants and undertakes to the Authority that:

16.1.1 it has all necessary resources and expertise to deliver the Project;

16.1.2 the performance of any obligations under this Agreement will be undertaken with reasonable care and skill including obligations performed by the Recipient's agent and/or Sub-Contractor(s);

16.1.3 it has given the Authority true, complete and accurate information in connection with this Agreement, the Project or the Authority's evaluation of the Recipient or the Project;

16.1.4 any information the Recipient provides to the Authority regarding this Agreement or the Project in the future will be true, complete and accurate and not misleading in any way;

16.1.5 it will immediately notify the Authority in writing if any information they have provided to the Authority becomes untrue, incomplete, or misleading in any way;

16.1.6 it will ensure that any Sub-Contractor engaged will be retained on terms that are no less onerous than the terms contained in this Agreement;

16.1.7 it has and shall keep in place systems to deal with the prevention of fraud and/or administrative malfunction and/or financial irregularity;

- 16.1.8 it is not subject to any contractual or other restriction imposed by its own or any other organisation's rules or regulations or otherwise which may prevent or materially impede it from meeting its obligations in connection with the Grant;
- 16.1.9 it is not aware of anything in its own affairs, which it has not disclosed to the Authority or any of the Authority's advisers, which might reasonably have influenced the decision of the Authority to make the Grant on the terms contained in this Agreement;
- 16.1.10 it has power to enter into this Agreement and has obtained all necessary approvals to do so and undertakes that it is not aware as at the date of this Agreement of anything within its reasonable control which might or will adversely affect its ability to fulfil its obligations under this Agreement; and
- 16.1.11 the signatories to this Agreement have full authority to sign on the Recipient's behalf and such signatures will commit the Recipient to all obligations and duties contained within this Agreement.

17. FRAUD

- 17.1 The Parties shall use all reasonable endeavours to safeguard the Authority's funding of the Project against fraud generally and, in particular, fraud on the part of the Recipient's directors, employees or Sub-Contractors.
- 17.2 The Parties shall pay the utmost regard to safeguarding public funds against misleading invoices for payment. The Recipient shall notify the Authority immediately if it has reason to suspect that any fraud has occurred or is occurring.
- 17.3 The Recipient shall notify the Authority immediately of any instance of suspected fraud or financial irregularity in the delivery of the Agreement including, but not limited to, cases of:
- 17.3.1 collusion with members of the staff of the Authority;
- 17.3.2 computer fraud;
- 17.3.3 the submission to the Authority of inaccurate, incomplete, misleading or falsified Monitoring Information;
- 17.3.4 fraud involving awarding bodies.

18. BREACH

- 18.1 Without prejudice to any other rights or remedy available to the Authority, in the event of a Serious Breach, the Authority may at its sole discretion:

- 18.1.1 terminate the Agreement with immediate effect on notice in writing to the Recipient;
- 18.1.2 require that the Recipient suspend delivery of the part of the Project to which the Serious Breach relates;
- 18.1.3 reduce, withdraw, suspend or recover part of all of the Grant that the Authority has paid to the Recipient;

19. WITHHOLDING, SUSPENDING AND REPAYMENT OF GRANT

19.1 The Authority's intention is that the Grant will be paid to the Recipient in full in accordance with Schedule 2. However, without prejudice to the Authority's other rights and remedies, the Authority may at its discretion withhold or suspend payment of the Grant, require repayment of all or part of the Grant and/or terminate this Agreement if:

- 19.1.1 the Recipient uses the Grant other than for the purpose of the Project;
- 19.1.2 there is a substantial change to the Project which the Authority have not approved, or any attempt is made to transfer or assign any rights, interests or obligations created under this Agreement or substitute any person in respect of any such rights, interests or obligations, otherwise than in accordance with this Agreement;
- 19.1.3 the Authority considers that the Recipient has not made satisfactory progress with the delivery of the Project or the Recipient has failed to achieve the Outputs;
- 19.1.4 the Recipient fails to provide the Monitoring Information specified in Schedule 3;
- 19.1.5 the Recipient is, in the reasonable opinion of the Authority, delivering the Project in a negligent manner;
- 19.1.6 the Recipient provides the Authority with any materially misleading, inaccurate or incomplete information;
- 19.1.7 The Ministry of Housing, Communities and Local Government requests that the Grant be withheld or repaid;
- 19.1.8 the Recipient fails to comply with Clause 5; or
- 19.1.9 the Recipient commits a Serious Breach of this Agreement; or
- 19.1.10 the Recipient falls within a category listed in Clause 20.

20. INSOLVENCY OR BANKRUPTCY

- 20.1 Where the Recipient is a Limited Company they must notify the Authority in writing immediately upon the occurrence or the reasonably likely occurrence of any of the following events:
- 20.1.1 the Recipient has a winding up order made; or
 - 20.1.2 the Recipient has a resolution for voluntary winding up passed (except for the purposes of amalgamation or reconstruction); or
 - 20.1.3 the court makes a composition or arrangement with the Recipient's creditors; or
 - 20.1.4 the Recipient has an administrative receiver, receiver or manager appointed by a creditor or by the court; or
 - 20.1.5 possession is taken of any of the Recipient's property under the terms of a fixed or floating charge; or
 - 20.1.6 the Recipient becomes insolvent within the meaning of Section 123 of the Insolvency Act 1986.
- 20.2 Where the Recipient is an unincorporated association they must notify the Authority in writing immediately upon the occurrence or the reasonably likely occurrence of any of the following events in respect of any of their members:
- 20.2.1 if a petition is presented for bankruptcy; or
 - 20.2.2 a bankruptcy order is made; or
 - 20.2.3 any composition or arrangement is made with or for the benefit of creditors; or
 - 20.2.4 any conveyance or assignment is made for the benefit of creditors.
- 20.3 Where the Recipients are a firm or a number of persons acting together in any capacity they must notify the Authority in writing immediately if any event in Clause 20.2 occurs in respect of any partner in the firm or any of those persons, or a petition is presented for the Recipient to be wound up as an unregistered company.
- 20.4 The Authority shall terminate the Grant and this Agreement if any of the events described in Clauses 20.1, 20.2 or 20.3 occurs.

21. WAIVER

- 21.1 No delay by or omission of either Party in exercising any right, power, privilege or remedy under this Agreement shall operate to impair such right, power, privilege or remedy or be construed as a waiver thereof. Any single or partial exercise of any such

right, power, privilege or remedy shall not preclude any other or further exercise thereof or the exercise of any other right, power, privilege or remedy.

22. NOTICES

22.1 All notices and other communications in relation to this Agreement shall be in writing and shall be deemed to have been duly given if personally delivered or mailed (first class postage prepaid) to the address of the relevant party, as referred to above. If personally delivered all such communications shall be deemed to have been given when received (except that if received on a non-working day or after 5.00 pm on any working day they shall be deemed received on the next working day) and if mailed all such communications shall be deemed to have been given and received on the second working day following such mailing.

23. VARIATION

23.1 No variation to this Agreement shall be effective unless it is agreed in writing between the Parties.

24. LOCAL GOVERNMENT TRANSPARENCY CODE 2015

24.1 As a Local Authority, the Authority must publish details of any contract, commissioned activity, purchase order, framework agreement and any other legally enforceable agreement with a value that exceeds £5,000. If the value of this Agreement exceeds £5,000, or if any extension or variation to the Agreement results in its total value exceeding £5,000, the following details of the Agreement will be published by the Authority on its website on a quarterly basis:

- (a) reference number: C0480
- (b) title of agreement: Supporting Homeless Veterans
- (c) local authority department responsible: Sheffield City Region Executive Team
- (d) description of the goods and/or services being provided: Grant funding awarded from the Supporting Homeless Veterans fund for the four local authorities in South Yorkshire to work in partnership with Sheffield City Region Mayoral Combined Authority (MCA) to deliver support to homeless members of the armed forces community.
- (e) Recipient name and details: Barnsley Metropolitan Borough Council, Town Hall, Church Street, Barnsley, South Yorkshire, S70 2TA
- (f) sum to be paid over the length of the contract or the estimated annual spending or budget for the contract: £90,000
- (g) Value Added Tax that cannot be recovered: Nil
- (h) start, end and review dates: Commencement Date: 1st September 2019 / Completion Date: 31st March 2022
- (i) whether or not the contract was the result of an invitation to quote or a published invitation to tender: N/A
- (j) whether or not the Recipient is a small or medium sized enterprise and/or a voluntary or community sector organisation and where it is, provide the relevant registration number: N/A

24.2 The Recipient will notify the Authority as soon as reasonably possible of any change to the information included in clause 24.1, and the Recipient consents to the Authority publishing the information set out in clause 24.1 on a quarterly basis.

25. FORCE MAJEURE

25.1 Neither Party shall be liable to the other if it is unable to perform any of its obligations in whole or in part due to causes beyond its reasonable control. If such force majeure occurs, the Party affected shall notify the other Party in writing as soon as is practicable.

26. DISPUTES

26.1 Both parties will raise issues with each other as they arise. Both parties will endeavour to settle disagreements with each other at the appropriate authority level.

26.2 If items remain unresolved, the Recipient should raise the matter in the first instance with the Authority's Project Manager.

26.3 If items are still unresolved an independent arbitration service will be appointed to mediate.

27. NO PARTNERSHIP OR AGENCY

27.1 This Agreement shall not create any partnership or joint venture between the Authority and the Recipient, nor any relationship of principal and agent, nor authorise any party to make or enter into any commitments for or on behalf of the other party.

28. SEVERABILITY

28.1 If any provision of this Agreement shall be prohibited or adjudged by a court to be unlawful, void or unenforceable, such provision shall, to the extent required, be severed from this Agreement and rendered ineffective as far as possible without modifying the remaining provisions of this Agreement and shall not in any way affect the validity or enforceability of the remaining provisions of this Agreement.

29. CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999

29.1 This Agreement does not and is not intended to confer any contractual benefit on any person pursuant to the terms of the Contracts (Rights of Third Parties) Act 1999.


30. GOVERNING LAW

30.1 This Agreement shall be governed by and construed in accordance with the law of England and Wales and the parties irrevocably submit to the exclusive jurisdiction of the Court of England and Wales.

Signed for and on behalf of **Barnsley, Doncaster, Rotherham
and Sheffield Combined Authority**

 (Authorised Signatory)
.....(Print name)
(State position)

Signed for and behalf of **Barnsley Metropolitan Borough Council**

 Authorised Signatory)
Jayne Hellowell (Print name)
Head of Commissioning & Healthier Communities (State position)

SCHEDULE 1

The Project

1. Background

The four local authorities in South Yorkshire are working in partnership with Sheffield City Region Mayoral Combined Authority (MCA) to deliver support to homeless members of the armed forces community.

2. Project Scope

Grant funding will be used for the following activities in relation to the three workstreams below:

Project 1 - Development of a South Yorkshire e-learning module

E-learning is one of the best ways to make training available to a wide audience and can help improve performance at a decreased cost, as opposed to classroom training. The aim is to develop an e-learning package across South Yorkshire, specifically about homeless ex-services personnel and their families. It will complement an existing e-learning package which provides general information on the armed forces community.

The e-learning will be led and developed by Barnsley Council organisational and workforce improvement officers. This will be done in conjunction with specialist organisations who understand what content is required. This will include Project Nova and Homeless Link subject to agreement with them.

Project 2 - Development strategy and good practice

The aim is to produce a strategic approach(es) incorporating good practice on supporting the homeless armed forces community. As a partnership between each of the local authority homeless teams, the aim is to commission external support to undertake a review of the four Authority's approaches to addressing the needs of homeless veterans and their families to understand 'gaps' and ascertain good practice that could be adopted across South Yorkshire. This would also include looking at best practice elsewhere in the Country and engaging with the MoD. It would make recommendations for improvements to service provision and support for veterans across South Yorkshire. The product would be the production of a report capturing the findings and recommendations.

Project 3 - Homeless Veterans' Service Provision

Aims

The SCR Homeless Veterans' Fund aims to offer a support grant for the purpose of enabling individuals to:

- Secure accommodation.
- Settle into new accommodation.

The focus of this fund is to support those who are most in need. As such, awards will be prioritised to provide crisis support, with the secondary aim being to provide support to prevent homelessness.

Those who do not meet the eligibility criteria will be pro-actively signposted to universal services and support available from community, voluntary and statutory sectors.

It will ensure that signposting and referrals are made to promote independence, security and stability in the home.

2b. Objectives

Support Grants will be administered by a Provider and are primarily intended to alleviate crises.

The scheme is not intended to replicate the responsibility of statutory agencies. Any grant awarded will be complimentary to other care/support packages available from the local authority and other statutory / voluntary agencies.

Applications for assistance will be assessed to ensure:

- It is provided to those eligible members of the armed forces community in need.
- It does not substitute the role of other services and agencies.
- It will contribute to enabling stability and independence.

1. The Application

It is expected that the majority of applications for support grants will be made by individuals, however applications may be made on behalf of an individual by an agency or organisation providing support.

Grants will not be allocated to organisations who intend to use it for their organisational purpose.

2. Eligibility Criteria

The following eligibility criteria will be used to ensure that the funds are targeted at supporting those with the greatest need.

To be considered as eligible for an award, applicants must satisfy **ALL** of the following conditions:

4a. Local Connection to SCR

- The applicant has a local connection as defined under the Homelessness Reduction Act (2017). The selected provider must verify this with the relevant Local Authority homelessness service.

4b. Homeless Status

- The applicant must be registered with the relevant Local Authority homelessness service.

- The applicant must have been placed in the relief category under the Homelessness Reduction Act (2017).

4c. Veteran Status

The applicant must meet the specific criteria set out below:

- The applicant is a Veteran: This includes anyone who has served for at least one day in Her Majesty's Armed Forces (Regular or reserve) or Merchant Mariners who have been engaged in legally defined military operations.
- OR, the applicant is a Service Leaver: This is someone who is in transition of leaving HM armed forces.
- AND, the applicant has served in Her Majesty's Armed Forces; this is as opposed to other international militaries.

4d. Financial Status

The applicant has limited financial resources available to meet their presenting need and is eligible for or in receipt of a means tested earnings replacement benefit or pension credit.

3. Support Grant awards

There is a maximum award of £1,000 per household; should there be an exceptional circumstance where a higher sum is sought, the provider would be required to approve this with the Local Authority Contract Manager.

The award can be used to provide a single or combination of items as set out below. The list is not exhaustive however the provision of the grant should link to achieving the principles of the fund set out in section 2 above.

- Financial elements that will enable someone to secure a property such as initial bond or deposit for a property.
- Large household items
 - Sofa
 - Bed frame / mattress
 - Carpets / floor coverings
- White goods
 - Cooker /microwave
 - Fridge / freezer
 - Washing machine

Discretion relating to goods will be applied by the provider where there is a demonstrable need linked to military service, provided that funds are not already available by any statutory sources.

- Excluded items
 - Medical care
 - Food parcels

- Disability aids
- Energy bills arrears and other debt
- Mental health services

4. Homeless Veterans' Fund: Data to be collected by provider

6a Sociodemographic

- Sex
- Ethnicity
- Age
- Education level
- Marital / Civil partnered status
- Disability
- Sexual orientation

6b. Military Variable

- Length of service (years)
- Time since leaving (years)
- Enlistment: Regular or Reserve
- Service Arm (Army, Naval Services or RAF)

6c. Housing Variable

- Length of time homeless
- Causes of homelessness
- Repeat presentation

6d. Use of grant

Data on what the grant was allocated for and expenditure.

6e. Vulnerability

- Physical disability
- DV (victim/perpetrator)
- Substance misuse (illegal substances, prescription medications and alcohol.)
- Mental health
- Pregnancy/Maternity
- Carer
- Offenders
- Care of dependent children

The provider will be expected to identify where there are multiple needs.

SCHEDULE 2

FUNDING

1. Funding Profile

Item	19/20	TOTAL
Project 1 – e-learning	£5,500	£5,500
Project 2 – Strategic Review	£20,000	£20,000
Project 3 – Veterans Grant Scheme	£64,500	64,500
TOTAL	£90,000	£90,000

2. Claim Submission Date(s)

. Payment of claims will be dependent on the Recipient providing evidence of progress towards delivery of the outputs, and proof of defrayal in relation to monies claimed. All claims should be forwarded to **sue.sykes@sheffieldcityregion.org.uk**
Claims should be submitted using the Claim Form overleaf.

SUPPORTING HOMELESS VETRANS GRANT FUNDING CLAIM FORM

PROJECT DETAILS	
Project Name	
SCR Funding Allocation	
Project Sponsor	
Project Contact	
Project Contact Details	

CLAIM DETAILS	
Claim Month	
Claim Value	
Claim to Date	
<p>I certify that this claim is in accordance with the Funding Agreement between the Sheffield City Region Combined Authority and the scheme sponsor (Recipient):</p>	
Officer Authorising Claim	
Signed	
Date	

SCHEDULE 3

Outputs and Monitoring Information

3.1 Outputs

Item	Output
e-Learning	newly developed e-learning package
Homeless Strategy	Final report
Veterans Grant Scheme	Grants given to fund recipients

3.2 Monitoring

The Recipient will submit regular monitoring information to the Authority in line with monitoring requirements of the Supporting Homeless Veterans Programme. This includes recording forecast and delivered Outputs for the project as part of each monitoring return. Evidence of Outputs delivered will need to be submitted to the Authority following delivery.

Project	Evidence Requirements	Year of delivery	Value
e-Learning	Newly Developed e-learning package	2020/21	£5,500
Homeless Strategy	Final Homeless Strategy Report to SCR satisfaction	2020/21	£20,000
Veterans Grant Scheme	Evidence of grants given to eligible recipients	2020-2022	£64,500

Outputs associated with Professional Fees costs to be agreed at time of approval

