

It's your choice: loose change or **real change?**



Lancaster District Street Aid



Application Guidance

Overview

Street Aid is a small grants fund for people who are homeless or vulnerably housed in the Lancaster District.

Objective

Donations to the fund generate a pot of funding that supporting organisations (such as charities, faith groups, community associations, or public bodies) can apply to on behalf of an individual or family, in order to get them practical help to stay off the streets.

What you can apply for

Types of support that can be applied for via the scheme include:

- access to housing,
- furniture and other home essentials,
- materials or equipment to help with a hobby,
- access to education and training courses,
- clothing for job interviews,
- essential transport,
- and help with searching for a job,

but are not limited to these. We will consider anything which helps people stay off the streets.

Who can apply

Applications are made by a supporting organisation on behalf of the individual or family, who must be residing in or closely linked to the Lancaster district. If funding is approved, we send it on to the organisation who spend it on the agreed items.

We accept applications from any organisation that works with homeless or vulnerably housed people and considers the individual or family they work with to need help from Street Aid.

We will keep the details of applicants and recipients confidential, unless they agree otherwise in writing following a request from us after their successful application.

The fund has a limit of one award per recipient (the individual or family) in any six-month period and no more than two awards in an 18 month period (timed from the date of the first award) – other than in exceptional circumstances. Please note that unsuccessful applications will not be counted towards this.

There is no limit to the number of recipients an organisation can apply to support.

How much can you apply for?

The maximum total application value is £750, but we expect the average successful application to be under £250. Larger applications should clearly demonstrate an urgent and severe need and show that other routes have already failed.

Payments will be made to the supporting organisation's nominated bank account, by BACS, for expenditure on the agreed items.

If a supporting organisation's internal financial regulations prevent them receiving money on behalf of people they support, LDCVS can make arrangements to purchase the goods and send them to the organisation for onward distribution.

What do you need to do to apply?

Applications can be made online by the supporting organisation at morecambabay.grantplatform.com. They can be saved and returned to before submission, so applications can be completed over several sessions if desired.

Supporting organisations will need to tell us these things about the beneficiary:

- Their name and contact details, and some demographic information such as age and ethnicity.
- Their history of homelessness, their current circumstances, and their link to the Lancaster district.
- What they want to apply for including the cost, and details of a quote for any item which costs over £150.
- How the award will contribute towards helping them stay off the street.

They will also need to tell us:

- If they or the beneficiary have tried to source this help elsewhere, before applying to Street Aid.
- If they are applying to buy a brand-new item, whether they or the beneficiary have tried to find an equivalent second-hand item.
- Details of a bank account belonging to the supporting organisation, where funds will be paid, to be spent on the beneficiary's behalf.

They will need to upload:

- A supporting statement from the beneficiary confirming they want the supporting organisation to make an application on their behalf, and that they agree with the information being submitted in the form. This can also be emailed to funding@lancastercvs.org.uk
- Quotations for any items costing more than £150.
- Proof of address for the recipient if the request is for items which enhance their accommodation, such as carpets or paint.
- A bank statement/paying in slip confirming the supporting organisation's bank account details, **or** confirmation that the organisation is unable to receive money on behalf of people they support and would like LDCVS to procure the items for onward distribution.

Conditions

At the end of the application process, the supporting organisation making the application must agree that they will:

- Use the grant within two months of receipt, by spending the money awarded to purchase the agreed items on the beneficiary's behalf.
- Send receipts for their purchases to LDCVS via funding@lancastercvs.org.uk
- Ensure, as far as possible, that items purchased remain the property of the person or family they have been awarded to.
- Explain to the recipient that the items must remain their property.
- If requested, explain to those managing Street Aid how the grant has helped the person or family, for use in publicity. We will not identify individuals or their supporting organisations without their consent.

Panel and Decisions

A panel nominated by the Street Aid partnership (Lancaster City Council, Lancaster BID, Lancaster & Morecambe Area Police, and Lancaster District CVS) will convene regularly to assess applications.

Supporting organisations will be informed when their applications have gone before a panel, and when they can expect to receive a decision. We aim to make decisions as soon as practical once fully completed applications are received.