



NORTHUMBRIA  
**POLICE & CRIME  
COMMISSIONER**

violence  
reduction  
unit

*Improving lives to prevent crime*

## **Children Affected by Domestic Abuse: Response Fund**

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### **Guidance Document**

#### **What is the Fund?**

We are all having to change the way we work due to the coronavirus pandemic and some organisations do not have the resources to do this. Some specialist organisations in particular are facing the reality that domestic abuse may increase during this crisis period and support may not be as readily available to children and young people directly affected. This may be due to reduced capacity through staff self-isolating or falling ill, or through a lack of access to victims who may require support, particularly children who are no longer able to attend school or community groups.

In acknowledgement of the difficulties faced, the Police and Crime Commissioner for Northumbria has successfully bid for monies from the Home Office Children Affected by Domestic Abuse (CADA) Fund to launch a local response to support children and young people impacted by domestic abuse, this can either be as a direct victim of domestic abuse or living in a household where domestic abuse is prevalent.

The £120,000 fund will be available for the 2020/21 financial year to local charities, voluntary and community groups and social enterprises in the Northumbria police force area. We expect to make a handful of awards to highly impactful projects.

Groups can apply for capital or resource funding for projects that support children and young people directly affected by domestic abuse during this pandemic. We expect a focus to be on:

- Provision during the corona crisis and in a period of recovery designed to intervene early to help children and young people who have been directly or indirectly affected.
- Innovative ways to deliver support and provide access to services at this time within the social distancing guidelines.
- Spend that meets a new need that has emerged as part of the current corona crisis and must help to sustain and enhance existing valuable work and support recovery.

### **How can you support the PCCs priorities?**

If you provide support to children and young people affected by domestic abuse as identified above and are struggling to do so at present we would like to hear your ideas about how the PCC can support your organisation or group in this difficult time.

Your project could be one that the PCC already commissions or it may be completely new to us. The project could be aimed at supporting children in your local neighbourhood or community, or children across Northumbria. Funding is available to increase capacity and capability.

Your bid for funding could include, but are not limited to:

- Additional equipment such as ICT, mobile phones/laptops to enable home working and a first response crisis support for young people and children.
- The set-up of a local hub or community provision for those most in need.
- Staffing costs/additional hours for existing staff where services that support children who are affected by DA have staff who are ill or self-isolating.
- Support for social media/media campaigns linked to children affected by DA
- PPE supplies which would enable support staff to go into schools to do face-to-face work with any children still attending school and affected by DA.
- Funding to support refuge provision with the challenges social distancing presents where children are in the refuge with their parent – such as additional play equipment, basic essentials, ICT equipment to keep in touch with support workers.

### **What criteria will be used to award the grant?**

Applicants must state what key outputs and outcomes will be achieved through the project, specifically who the project will benefit and how the benefit will be measured and monitored. All applicants must also agree to the grant terms and conditions as set out at appendix 1.

### **Who can apply?**

Community, charities, social enterprises or voluntary groups from within Northumbria, based in Gateshead, Newcastle, North Tyneside, Northumberland, South Tyneside or Sunderland can apply for funding. This funding is not targeted at the statutory sector.

### **If I apply – what happens next?**

All applications will be assessed in accordance with the criteria outlined in appendix 2 and will be notified of the decision taken in late May 2020.

### **Who decides which organisations receive funding?**

The PCC will be advised by her small team of where we think we can make the most difference with this significant fund. The PCC will make the final decision about which groups will receive funding.

### **Is there a chance of not getting funding for my project?**

As we have a limited amount of money (£120,000) it is likely that it will not be possible to support all applications. However, all applications will be considered to ensure a fair and open process.

**When and how do I apply?**

An application form and supporting documents can be downloaded from the 'Commissioning Service and Grants' section of the PCCs website: <http://www.northumbria-pcc.gov.uk/police-crime-plan/commissioning-services-grants/>

If you have any problems downloading the application form or have any questions about the fund please contact [enquiries@northumbria-pcc.gov.uk](mailto:enquiries@northumbria-pcc.gov.uk); quoting 'Children Affected by Domestic Abuse Response Fund'.

All applications to be submitted by email to [enquiries@northumbria-pcc.gov.uk](mailto:enquiries@northumbria-pcc.gov.uk) by **5pm on Friday 22<sup>nd</sup> May 2020**

## Appendix 1: Overview of Terms and Conditions

### Conditions of Award

The following conditions apply to all submitted bids.

- Organisations applying must be constituted or working towards being constituted and have a bank account in their own name.
- Organisations must provide any additional information requested within the specified time frame.
- Projects must not replace other funding streams from partnership organisations.
- Funding for any ongoing revenue implication has been secured and that a full maintenance plan has been submitted, where necessary. We cannot be responsible for any ongoing costs associated with the bid.
- Consultation with relevant partners/service users/recipients has been carried out.
- The Police and Crime Commissioner's (PCC) decision is final.
- Organisations agree to provide feedback to the PCC and complete monitoring returns to capture project impact.

### Key Terms and Conditions - Guidelines for Applicants

- Grants must not be used for capital works e.g. building repairs but can be used for other capital costs such as ICT equipment to enhance your communications and help reach local people.
- Grants awarded must only be used for the purposes stated in the application form.
- The grant must be spent within the 2020-21 financial year.
- Any overspend on project costs must be met by the applicant.
- Documentation and receipts should be made available if requested.
- If the grant award is used to work with children and young people, the organisation or group will be asked to agree to undertake any DBS checks required by the relevant school or community organisation and provide them with evidence of compliance as required.
- Organisations/Groups may be asked to produce copies of their child and vulnerable adult protection policies where appropriate.
- If any part of the funding awarded remains unused following the grant period the PCC may require this to be refunded.
- The grant will not be awarded for evaluations of other projects.
- The funding awarded cannot be used to pay for goods or services that have been bought or ordered before the date of the Agreement, or for any outstanding debts for which the organisation is liable.
- The Grant Award will be inclusive of VAT (where applicable).
- If the organisation/group uses the funding awarded to support employee costs under no circumstances is the PCC responsible for that employee.
- The organisation/group must inform the PCC immediately if there are any changes made to their organisation constitution that changes it from the information included in the original application.

- The PCC requires all organisation/groups to comply with the following requirements:
  - Comply with any legislation relevant to the organisations/groups responsibilities under this Agreement including its role as an Employer where relevant; this includes the statutory obligation of the Office of the Police and Crime Commissioner (OPCC) as a public authority to disclose certain information requested under the Freedom of Information Act 2000 subject to certain exemptions, whereby information regarding your application may require disclosure;
  - Acknowledge the funding awarded in their annual report to the AGM, and in any accounts covering the award period. If requested the organisation/group will also be required to provide the PCC with copies of annual reports and accounts;
  - As part of their application, applicants agree to any publicity of their project deemed necessary by the OPCC;
  - During the award period an OPCC Officer may make a monitoring visit at any time. The Organisation/group will need to demonstrate that they are complying with the terms and conditions and that the Grant Award is being used for the activities stated in this Agreement;
  - Follow equal opportunities practice in employing people, recruiting new members and providing services;
  - Provide adequate insurance cover for any liabilities incurred by the Organisation and by the PCC as a result of a breach of this Agreement by the Organisation;
  - Agree to complete and return the monitoring and evaluation form sent out by the Commissioner at the end of the award period; and
  - Agree to return independently and competently verified accounts that detail how it has used the funding award at the end of the funding award.
- Keep records and original documents for a period of 2 years following final payment.
- Allow for audit purposes access to all records and documents relating to the award of funding.
- The PCC has the right to terminate the Agreement immediately and/or withhold the funding award and/or require the Organisation/group refund the funding award in any of the following circumstances:
  - The organisation/group has not complied with the terms and conditions;
  - The information supplied on the original Application or supporting information was not correct; and
  - The organisation/group closes down, ceases to operate, or becomes insolvent; the project is incomplete or the organisation/group does not comply with the monitoring requirements.

## Appendix 2 – Assessment Criteria

### Showstopper Criteria

Bids for funding will firstly be assessed against the following criteria:

- A clear focus on providing effective support during this Covid-19 pandemic to children and young people affected by domestic abuse.
- Realistic costs and clear purchase plans
- Ability to spend in 2020/21: all bids for funding will need to show that this is new and unplanned spend that will help them through this time of adversity or adapt to deliver existing services.

### Quality Criteria

If the bid meets the showstopper criteria then the remaining application will be assessed against the following:

1. **Specialist and/or innovative approaches to service provision:** does the bid cover/include specialist and/or innovative approaches? How will you reach vulnerable people, specifically children and young people, during this difficult time?
2. **Confidence in capacity to deliver:** given that the funding is available for 2020/21 only, how ready are you, as service provider, to deliver? What are the resource requirements and delivery timescales of the proposed service or project? Does the project appear to offer value for money? What is the organisation or partnership's track record of working with vulnerable people, and children and young people in particular?
3. **Needs assessment and equality related considerations:** what does your needs assessment show are the main issues to tackle that relate to your area of work? What equality considerations have been made in the development of this bid? Are there any particular equality related issues that you aim to target with the funding?
4. **Plans to monitor and measure outcomes:** how will you measure success? How will you know that your service delivered the required outputs and outcomes? How will the proposed project have an impact on your future plans for delivery once the Corona pandemic is over?

We will look for evidence in the application form to demonstrate each of these quality criteria and will score applications accordingly on a scale from 'no evidence' to 'strong evidence'. Applications will be ranked from the highest to lowest scoring and funding will be allocated in rank order.