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<http://www.gov.uk/government/publications/covenant-fund-guidance-on-how-to-apply>
from financial year 2015/16

ARMED FORCES COVENANT – VETERANS ACCOMMODATION FUND

CRITERIA AND GUIDANCE

INTRODUCTION

1. This guidance provides information on how to apply to the Armed Forces Covenant – Veterans Accommodation Fund.
2. The Armed Forces Covenant sets out the relationship between the nation, the state and the armed forces. It recognises that the whole nation has a moral obligation to members of the armed forces and their families and it establishes how they should expect to be treated.

THE VETERANS ACCOMMODATION FUND

3. The Armed Forces Covenant - Veterans Accommodation Fund delivers financial support to projects which support the aims of the Armed Forces Covenant and specifically Veterans with a housing need.
4. The Chancellor allocated up to £40 million from fines levied on banks for attempting to manipulate LIBOR for use in supporting Veterans, across the UK, in housing need. The funding will be allocated by a panel which comprises of MOD representatives, the Treasury, Devolved Administrations, representatives from the COBSEO Housing cluster, The Royal British Legion and the Families Federations.
5. The Veterans Accommodation Fund is a one off scheme which will only run in 2014.

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HOW IT WORKS

Apply

6. Before applying you should read the essential and desirable criteria and ensure that your project meets the aims of this one off scheme. In particular applications which demonstrate a coherent approach to the provision of a service which have UK wide benefit will be preferred.

7. Prior to applying we encourage early engagement with the MOD. Initial contact detailing the area of service provision (for example homeless hostel) should be made via email to COVENANT-MAILBOX@mod.uk

8. Applications for funding should be made using the application form [\[insert link to application form\]](#) provided and returned to the Covenant Mailbox (COVENANT-MAILBOX@mod.uk).

- Lead Charity – Where a bid is made by a consortium of charities, a single organisation will be required to act as the lead POC. The responsibilities of the lead organisation if a project is successful in receiving funding will include:
 - i. Invoicing for the total amount requested and disseminating the agreed funds to other parties to the bid;
 - ii. Co-ordination and submission of annual progress reports to the MOD.
- You should submit your application via email as a Word document (where possible)
- Additional documents may be submitted (via email where possible, however hard copies will be accepted) including:
 - i. Detailed costing;
 - ii. Business Plan – Mandatory for bids £500,000 and above;
 - iii. Feasibility Study;
 - iv. Planning permission/letter from local authority indicating support.
- Emails should be under 8MB to avoid automatic rejection by the MOD firewall.

The Panel

9. Applications will be assessed against the criteria by a panel comprising of MOD representatives, the Treasury, Devolved Administrations, representatives from the COBSEO Housing cluster, the Royal British Legion and the Families Federations. The MOD chair the panel and are responsible,

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on behalf of the MOD Accounting Officer, for ensuring that the project offers value for money.

10. The MOD reserves the right not to approve funding for a project.

Unsuccessful Projects

11. Unsuccessful projects will be notified after the panel has met. The MOD is unable to provide personal feedback on applications.

Successful Projects

12. Successful projects will receive an offer letter and Terms and Conditions. The Terms and Conditions must be signed and submitted to the responsible administrator; details will be provided in your offer letter. Once received, funding for the project will be released to the organisation who will manage the finances.

13. The nominated individual(s)/parties to the bid on the application form will be responsible for ensuring that:

- the grant is used for the purpose stated in the application (any proposed changes to the project will require agreement from the MOD);
- funds are managed prudently and deliver value for money;
- a full account of expenditure is retained for 6 years for accounting purposes;
- and that they are satisfied the project manager has the required skills to manage the project.

All further requirements are set out at Annex B.

14. All unspent funds must be returned to the MOD.

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VETERANS ACCOMMODATION FUND

Essential Criteria

- Applications should be aligned with the principles of the Armed Forces Covenant;
- The primary beneficiaries of applications to this fund must be Veterans with a housing need. Projects are expected to support:
 - Homeless,
 - Wounded, Injured and Sick,
 - Those with a long term care need,
 - Others with a housing need.
- Projects may be one of or a combination of the following:
 - New builds (including extensions to existing properties),
 - Property Purchase,
 - Purchase of a lease on a facility or;
 - Refurbishment.
- Applications which support a UK-wide approach will be given the highest priority. For example:
 - The creation of consortia within the sector to deliver coherence across groupings such as homelessness or long-term care;
 - We do not expect charities to merge but instead work together for the benefit of the Veterans community.
 - Individual charities with a UK wide footprint bidding to add/improve their support to Veterans in locations throughout the UK;
 - Individual charities that can demonstrate they support Veterans from across the UK, irrespective of where their facilities are located.
- Applications are invited for sums from £10,000 to £10,000,000;
- Must originate from a reputable organisation/s;

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- Applications must demonstrate value for money;
- Applications must demonstrate they are sustainable;
- A specific, defined project with a clear client base, clear timescales and measurable benefits/outcomes;
- Funds received must be spent by Feb 2017.

Desirable Criteria

- Evidence of previous experience in providing accommodation for Veterans;
- Evidence of close working relationships with others in this sector;
- The expansion of successful local/regional charitable projects to a national scale;
- Matched funding.

WHAT THE PANEL WILL NOT CONSIDER

- Endorsements by third parties;
- Projects which generate a profit, top-up an existing Grant-in-Aid or raise funds for the charitable sector;
- Ongoing maintenance – MOD can only provide one off funding so where there are ongoing costs such as maintenance this must be met by other sources;
- Repeat or regular projects that require a source of uncommitted funding;
- Grant schemes or funds; investments, endowments or fundraising activities;
- Retrospective funding for projects that have already taken place;
- Contingency costs.

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ANNEX A

FLOW DIAGRAM OF BID PROCESS

