

Controlling Migration Fund – frequently asked questions

Can we submit an application using the old version of the application form?

No, all applications must use the new application form which is available on the website under Annex B. Local authorities must also complete a logic model (Annex C) and submit that alongside the application form.

Is 1 October 2018 a fixed deadline?

Yes it is a fixed deadline and we would be unable to accept applications after that date. The deadline for submission on 1 October 2018 is midday.

The prospectus states local authorities cannot apply for duplication of existing funding. Does this mean we are unable to apply for an extension?

As the prospectus states, we will consider proposals for the continuation of existing projects. The reference to 'duplication of existing funding' refers to other funding.

How do we set out an extension to an existing project on the application form? Do we need to fill in the full form? Is it acceptable to re-use text from our initial application?

The application process remains the same for extensions of existing projects, as you will be assessed alongside new projects. You can use some of the text and evidence in your previous bid but we would encourage LAs to include updated information, data and evidence about how the project has been going to date, some initial outcomes and impacts so far, as well as demonstrate the need for an extension of the project. LAs are also welcome to incorporate any additions to the project, if they so wish.

Our project is a joint enterprise with other organisations. If only one of us wished to extend our involvement, what is the best way to make an application?

Funding can only be granted to a local authority, so if a partner other than the local authority wants to continue, the form must be supported by and submitted by the local authority and they would have to act as the facilitator i.e. transferring any funding onwards to the relevant partner. If the funding is for local authority-only activity then it would be fine for you submit a bid containing just that element.

We have a number of EU migrants in our local authority area. With the upcoming EU settlement scheme coming in shortly, can we apply to the Controlling Migration Fund to support migrants who will need to apply to the scheme?

Unfortunately, support for EU migrants in their application for the EU Settlement scheme is out of scope of the Controlling Migration Fund. The Home Office are responsible for the scheme and will be providing advice on support available.

With reference to the need to spend funds by 31 March 2020, does project delivery need to be complete by then?

Any bid should be forecasting that money would be spent by 31 March 2020. However, we wouldn't necessarily expect that delivery of the programme and all associated activities will be complete by that date, as we know it sometimes takes a while to recruit staff and start delivering.

Can the CMF fund projects for people with No Recourse to Public Funds?

The CMF cannot fund projects that are targeted solely at people with no recourse to public funds.

Can the CMF fund health projects?

The CMF can fund health projects when these fall within local authority responsibilities for public health.

Can we receive comments on a draft prior to submission?

Yes, please note that each bid can only receive *one* set of comments on a draft.

Can the CMF fund a service that provides advice to migrants?

You can apply to fund advice for migrants related to understanding their rights, for example their entitlement to welfare benefits or their housing rights. The CMF cannot fund legal advice to migrants challenging a Home Office decision, for example an appeal by an asylum seeker against a refusal decision.

Can match-funding for a Local Authority Asylum Seeker Liaison Officer (LAASLO) post be funding in kind e.g. contribution of staff hours?

No, MHCLG will fund salary costs for Year 1 which must be matched by the local authority in Year 2.

The prospectus says areas with high numbers of asylum seekers can apply for LAASLO posts. What does this mean?

When we developed the LAASLO model, we invited local authorities with more than 500 asylum seekers in receipt of section 95 support to apply for funding. Whilst we will be able to offer some flexibility around this number, authorities with fewer than 450 asylum seekers in receipt of section 95 support will not be eligible to apply for funding to support the LAASLO model.

Use of Personal Information

The name and contact details of individuals named as contacts for CMF bids will be processed in line with our [personal information charter](#). Our responsibility to carry out our public duties provides a legal basis for using this personal information. This is necessary for a task carried out in the public interest – in this case, supporting Local Authorities and the civil service more broadly to deal with migration-related pressures.

Personal information will be held for as long as it is required for the policy aim above. The name and contact details of CMF contacts, and key information about CMF bids, will be used in the following routine ways:

- 1) To follow up on progress of bids or projects
- 2) To make bid contacts aware of CMF plans, news and events
- 3) To request their input and feedback on CMF-related matters
- 4) To put bid contacts in English LAs in touch with each other to enable them to exchange or share learning, resources and innovation in dealing with migration-related pressures.
- 5) To enable other civil service bodies to contact LAs to request or facilitate access to CMF-related information, resources and innovation in dealing with migration-related pressures.
- 6) To enable the evaluators of the CMF programme to contact LAs.

We will not share the bid contacts' personal details outside of the civil service and English local authorities without their express permission, unless required to do so by law, in which case we will advise them of the information we are obliged to share.

Where we share personal information for the purposes above, it will be on the understanding that it will only be used by the parties we share it with under the same terms and conditions.

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk