1. **Overview**

* Homes England requires a Notice of Constitutional Formwhen a provider with a legal interest in any grant-funded properties or land is intending to make changes to its organisational structure that affects the legal ownership of the homes, and therefore the legal route to future recovery of grant. This includes situations such as:
  + Becoming or ceasing to be a subsidiary or associate of another body
  + Amalgamations, transfer of engagements, mergers or de-mergers
  + Change in ownership, company structure or management (i.e. change of control)
* Registered Providers and Unregistered Providers should complete this Notice of Constitutional Change form on, or before, the change occurs.
* Providers are asked to provide details of the proposed changes, including legal implications on grant funded property and land. Providers are expected to have sought their own legal advice and provide details of this where appropriate.
* Please then submit this form to [grant\_notifications@homesengland.gov.uk](mailto:grant_notifications@homesengland.gov.uk) . The Grant Notifications Team will acknowledge the form and may ask any further questions based on the contents of the form.
* Providers are asked to review the Capital Funding Guide: Grant Recovery Chapters to ensure that the change will not trigger grant recovery, for example a change of ownership may trigger Relevant Event 6(k) for Unregistered Providers or 7(j) for Registered Providers.
* If a Relevant Event will or has occurred, then you will also be required to submit a Historical Grant Notification form alongside this one and, depending upon the nature of the event, you may be required to repay or recycle grant as appropriate.

1. **Further Links**

* **Capital Funding Guide: Grant Recovery for Registered Providers**

<https://www.gov.uk/guidance/capital-funding-guide/7-grant-recovery>

* **Capital Funding Guide: Grant Recovery for Unregistered Providers**

<https://www.gov.uk/guidance/capital-funding-guide/8-grant-recovery-unregistered-bodies>

* If you have any questions on submitting this form, then please contact [grant\_notifications@homesengland.gov.uk](mailto:grant_notifications@homesengland.gov.uk)

1. **Contact Details**

|  |  |
| --- | --- |
| Name of Organisation |  |
| **For Registered Providers**:  Regulator of Social Housing (RSH) Code |  |
| **Investment Management System (IMS) code if different from RSH code.** |  |
| **For Unregistered Providers:**  IMS Code |  |
| Charity Commission Number (if applicable) |  |
| Companies House Registration number |  |
| Contact Name |  |
| Contact Email Address |  |
| Contact Phone Number |  |

1. **Notification of Constitutional Change**

|  |  |
| --- | --- |
| Date of Change | Click here to enter a date. |
| Details of Change |  |

1. **Additional Details**

|  |  |
| --- | --- |
| Details of any known legal implications for the legal ownership of grant funded property and land held by the provider |  |
| Are there any financial implications or lender considerations as a result of the above? |  |