



Ministry
of Justice

COVID-19 Extraordinary Ministry of Justice Funding for Domestic Abuse and Sexual Violence Support Services

**Police and Crime Commissioner Funding
Allocation Guidance and Frequently
Asked Questions**

May 2020

Background

1. On 2 May 2020, the Government announced a package of £76m extra funding to support victims and survivors of domestic abuse (DA), sexual violence (SV), vulnerable children and their families, as well as victims of modern slavery, during the COVID-19 emergency pandemic.
2. Of this £76m funding package, £25m will be administered by the Ministry of Justice (MoJ). This is in addition to the £3m per annum (until 2022) funding we are providing to support the recruitment of Independent Sexual Violence Advisers (ISVAs).
3. Our overarching aim is to ensure that the funding is allocated across the sector in England and Wales, reaching support organisations of all sizes and those with the greatest need. We are trying to keep the processes as simple and efficient as possible to ensure that the funding gets to the organisations that need it as quickly as possible. To achieve this, we are, where it exists, using existing funding channels and data on demand and need.
4. MoJ funding will be distributed via Police and Crime Commissioners (PCCs). The breakdown in the allocation of this funding is shown in the table below. £5m of the funding will also be provided to organisations that are already funded through the national Rape Support Fund (RSF). The guidance document for the allocation through the RSF is <https://www.gov.uk/guidance/covid-19-funding-for-domestic-abuse-and-sexual-violence-support-services>
5. The details on how the rest of the £76m funding package is being administered and the purpose of each fund is also provided below. Support organisations may find that they need to request funding from more than one fund, depending on the type of provision they require.
6. The Ministry of Housing, Communities and Local Government (MHCLG) published guidance on 7 May 2020 on how organisations can access the £10m funding allocated for domestic abuse safe accommodation. Details can be found here: <https://www.gov.uk/government/publications/domestic-abuse-safe-accommodation-covid-19-emergency-support-fund>
7. The Home Office published initial guidance on 19 May 2020, on how organisations can access £2m for domestic abuse. Organisations eligible for the Home Office fund would include:
 - Organisations which provide a national service (i.e. covering all of England and/or Wales).
 - Organisations where the supported victims are very geographically dispersed over multiple PCC areas, and/or no one PCC area is the clear base for the majority of victims.
 - Umbrella or second tier organisations.
 - Organisations which do capacity building, or which support other organisations to support victims and survivors. This includes those supporting the police in their

response to domestic abuse. It also includes those supporting local authorities or other statutory bodies.

Further details on how to apply for funding to follow.

8. National Lottery Funding is part of the wider £750m civil society support package that the Government announced on 8 April. In addition to funding being distributed by central Government Departments, part of this package will include an open fund for charities and social enterprises working with vulnerable people affected by the crisis in England. This will be provided through the National Lottery Community Fund. The funding criteria and application process for this funding will be set out in due course.

Police and Crime Commissioner funding

9. The funds to be distributed by PCCs are as follows:

DA abuse services that are already commissioned by PCCs	£10m
SV services that are already commissioned by PCCs and those that are not currently funded by PCCs	£5m
DA services that are not currently commissioned by PCCs	£5m

10. To be eligible for the funding, organisations must be a registered charity, a charitable incorporated organisation, or a social enterprise, including companies limited by guarantee and community interest companies. They must provide support services which have the purpose of helping victims of crime cope with the impacts of crime, and, as far as possible, recover from the harm they have experienced.
11. Each PCC area will receive notification of an indicative allocation of funds, using the population based formula currently used to determine victim grant funding. The total funding will be ringfenced for COVID-19 related extraordinary funding, and then ringfenced again for spend on each of the three areas of need shown in the table. Funds allocated for the three different types of services cannot be moved between pots.

General conditions

12. The COVID-19 extraordinary funding is from 24 March to 31 October 2020 to meet the additional costs registered charities or social enterprise have incurred or will incur whilst adapting their services during the pandemic, and to cope with demand increases resulting from it, during this time period. For example, funding may be used to:
- address short term income disruption;
 - meet essential costs of sustaining current activities, such the purchasing of assets to support the move to remote and digital working, and additional staff to cover those unable to work for reasons related to the pandemic; and
 - address increased demand.

13. This list is not exhaustive, further details will be set out in COVID-19 specific grant agreements with PCCs, conditions of which must be adhered to when allocating funds.
14. Organisations must be based in England and Wales to be eligible for this funding.
15. Organisations must not use this funding for the development of new projects or services not related to the COVID-19 response, for example designing technology platforms which will not be ready to deliver services for the majority of the funding period.
16. Organisations must ensure that COVID-19 related costs cannot be met from any existing funding stream, fundraising, private donations and existing grants.
17. Organisations are not eligible to apply if their needs can be met through other COVID-19 support measures, such as the Coronavirus Job Retention Scheme and the three-month VAT deferral.
18. Funding can be used to address costs associated with COVID-19 from 24 March 2020 – the first day of lockdown.
19. Any spend that organisations commit to beyond the 31 October 2020 must be met through their own funds.
20. PCCs must undertake an assessment of need for COVID-19 related extraordinary funding in relation to both SV and DA support services in their local area. PCCs must ensure that the assessment process fulfils a number of general conditions, as well as specific SV and DA ones set out below:
 - the process is open and transparent, and assessment criteria are published;
 - the process is open to all relevant support organisations in the PCC area – and encourages applications from small specialist organisations that support groups with protected characteristics;
 - there are named contact points in each PCC office for queries; and
 - the names of all organisations that requested funding, and those that were successful, should be published on completion of the process.
21. PCCs will have much of the information related to current service provider needs already, having recently sent such an assessment to the MoJ. They may wish to use the template we have provided to undertake a further, more up to date assessment is here <https://www.gov.uk/guidance/covid-19-funding-for-domestic-abuse-and-sexual-violence-support-services>. To ensure a fair assessment is made across all areas, PCCs will need to establish the following as part of their needs assessment process:
 - if an organisation is currently funded by them;
 - if the organisation supports victims with protected characteristics (BAME, LGBT, disabled victims);

- if the organisation has lost income due to COVID-19 (e.g. a planned fundraising event not taking place);
- any additional income connected to COVID-19 that the organisation has received. (Income from local government, statutory services, donations and any ongoing donation activity);
- how the organisation's current reserve level compares to business as usual. (Is the organisation having to use their reserves to keep running);
- what additional costs the organisation has incurred due to the COVID-19 lockdown from 24 March 2020; and
- what anticipated additional costs due to COVID-19 lockdown the organisation expects to have until the end of October 2020.

22. Once the PCC is satisfied that they have undertaken an assessment process that meets the general conditions, and they have decided how the funding should be allocated, they must provide a written statement to the MoJ setting out confirmation that the required process has been followed <https://www.gov.uk/guidance/covid-19-funding-for-domestic-abuse-and-sexual-violence-support-services>.

23. The written statement must include proposals for allocating the funding as well as whether there will be any underspend. See below for information on the oversight process.

24. **We expect this process to take no more than 14 days from the date upon which PCCs receive their indicative allocation letter.** Grant agreements will be issued upon satisfactory checks of the paperwork. Payment will be released by the MoJ upon return of the signed grant agreements.

25. **We expect payment to be released to PCCs within 7 days from the receipt of the signed grant agreements from PCCs, and all payments to be made to support organisations within 7 days.**

26. **You will need to notify the MoJ of any expected underspend by 31 August 2020 and provide a full monitoring end of term report for the COVID-19 extraordinary funding no later than 30 November 2020.**

27. The MoJ is working with other government departments and the National Lottery Communities Fund, sharing relevant data to prevent fraud and duplication of funding. This does not restrict services applying separately to other COVID-19 support packages for different aspects of their service.

28. Organisations where the supported victims are very geographically dispersed over multiple PCC areas, and/or no one PCC area is the clear base for the majority of victims, should submit a request for funding to the Home Office Fund rather than through the PCC Fund.

Domestic abuse specific funding conditions

29. To be eligible for **DA specific funding**, the organisation must provide tailored support to female and/or male victims who have experienced DA at any point in their life. This includes adults and children. The funding can be used to support existing clients as well as new referrals.

30. DA support services could include, but are not limited to:

- IDVAs;
- CHIDVAs;
- Family court support;
- face to face or remote counselling for individuals and / or their families; or
- support for particular groups such as BAME/ Disabled/ LGBT victims.

31. Funding for support for victims of DA in safe accommodation is subject to a separate funding process run by Ministry of Housing, Communities and Local Government (MHCLG). MoJ funding **must not** be used to provide accommodation. However, as with current victims' grant funding, MoJ COVID-19 extraordinary funding may be used to fund services that support these victims, if the PCC determines that it is the area with the most need.

32. PCCs already fund DA support services, either directly or through the Local Authority, and will have a good understanding of need and service provision in their areas. However, we recognise that funding may be limited in some areas and, for this reason, when assessing how DA funds should be distributed, **PCCs must open up their process to all DA support services in their area, whether or not they currently fund them**, to ensure that the broadest range of organisations can access the funding.

33. PCCs will already have detailed information about the COVID-19 related needs of DA support services they currently fund. The process they run for the distribution of the £10m DA pot may build on this information, or it may be an entirely new process. PCCs will need to undertake appropriate due diligence and fraud risk assessments in relation to organisations they do not currently fund for the distribution of the £5m DA pot. **They are not required to undertake a full competitive bid process.** Money **cannot** be moved between the two pots.

34. PCCs must ensure DA organisations that provide tailored services for particular groups such as LGBT, disabled and BAME victims are included when establishing local need, and ensure they are proportionately represented within funding allocations. PCCs may find it helpful to engage with other local commissioners, including the Local Authority, when establishing and assessing local need.

Sexual violence funding conditions

35. To be eligible for **SV specific funding**, the organisation must provide tailored support to female and/or male victims who have experienced rape or sexual abuse at any point

in their life. This includes adults and children. The funding can be used to support existing clients as well as new referrals.

36. SV support services could include, but are not limited to:

- ISVAs;
- CHISVAs;
- court support;
- face to face or remote counselling for individuals and / or their families; or
- support for particular groups such as BAME/ Disabled/ LGBT victims.

37. Funding for SV support services may come from a variety of sources; however, a significant proportion is provided nationally through the RSF and the NHS, who are providing extraordinary COVID-19 related funding. All PCCs fund SV support services. The number of rape support services not funded by these organisations are small, but to ensure that all **PCCs must open up their funding distribution process to sexual violence support centres beyond those that they already fund.**

38. Many PCCs already have detailed information about the COVID-19 related needs of SV support services they currently fund. The process they run for the distribution of funding may build on this information, or it may be an entirely new process. PCCs will need to undertake appropriate due diligence and fraud risk assessments in relation to organisations they do not currently fund. **They are not required to undertake a full competitive bid process.**

39. PCCs must ensure SV organisations that provide tailored services for particular groups such as LGBT, disabled and BAME victims are included when establishing local need, and ensure they are proportionately represented within funding allocations. PCCs may find it helpful to engage with other local commissioners, when establishing and assessing local need.

Oversight process

40. The Victims' Commissioner (VC) and Domestic Abuse Commissioner (DAC) will undertake an advisory and oversight role throughout this process. We are mindful of the independence of PCCs, but also of the deep expertise held by the VC and DAC and their offices. Where PCCs would like advice about their process or issues relevant to the assessment of local need, they should contact:

- The Victims Commissioners office - victims.commissioner@victimscommissioner.org
- The Domestic Abuse Commissioners Office - Commissioner@domesticabusecommissioner.independent.gov.uk

41. If organisations have any questions or concerns about the process they should contact the relevant PCC Chief Executive and monitoring officer in the first instance. If organisations continue to have concerns about the process, or the outcome of the

process, in their area, they should then contact the chair of their local Police and Crime Panel. Details are in the attached document: PCC Contact List

Timelines

19/05/2020	MoJ issue guidance and other relevant documentation, including indicative allocation letter. PCCs may start assessment process.
01/06/2020	PCC assessment process must close. Deadline for organisations to send information to PCCs.
04/06/2020	PCCs must provide assurance documentation to MoJ
09/06/2020	MoJ issue grant agreements to PCCs
12/06/2020	PCCs must return signed grant agreement to MoJ
18/06/2020	PCCs will have received payment

Frequently Asked Questions

1. Which organisations are eligible for COVID-19 extraordinary Ministry of Justice (MoJ) funding for Domestic Abuse (DA) and Sexual Violence (SV) support services?

To be eligible for the funding, organisations must be a registered charity, a charitable incorporated organisation, or a social enterprise, including companies limited by guarantee and community interest companies in England and Wales. They must also provide tailored support services to help victims of DA and/or SV cope with the impacts of crime, and, as far as possible, recover from the harm they have experienced.

2. What can organisations spend this money on?

Funding can be used to provide support to domestic abuse and sexual violence victims and their families. Support services could include, but are not limited to:

- IDVAs/ ISVAs;
- CHIDVAs/ CHISVAs;
- court support;
- face to face or remote counselling for individuals and/or their families; and
- support for particular groups such as BAME/Disabled/LGBT victims

Funding can be used to address short term income disruption where organisations are unable to take advantage of existing government measures.

Funding can be used to meet essential costs of sustaining current activities, such as the move to remote working and digital rather than face to face offer.

Funding can be used to address increased demand, including adapting services to address more immediate beneficiary needs in light of COVID-19.

For example, funding could be used for:

- Short-term contracts for additional staff up to 31 October 2020 (or earlier).
- Additional expenditure on existing staff (for example overtime or increased hours), lasting up to 31 October 2020 (or earlier)
- Purchase of new equipment, for example laptops and mobile phones, to allow staff to work from home
- Online platforms through which to deliver support or counselling
- Essential spend on existing staff and equipment which can no longer be met during the lockdown because of reduced access to usual sources of funding.

This list is not exhaustive, further details will be set out in Covid-19 specific grant agreements with PCCs, conditions of which must be adhered to when allocating funds. Any spend that organisations commit to beyond the six-month period must be met through their own funds.

3. Are there any restrictions on how PCCs can spend the funding?

In line with usual government grants, PCCs must ensure that organisations **do not** use the funding for any of the following activities:

- campaigning activities (this fund is to support the delivery of direct services for vulnerable people);
- religious activities outside of projects benefiting the wider community and not containing religious content;
- political or lobbying activities;
- loan repayments; or
- activities that make profit for private gain

Funding 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.

Funding cannot be used to pay for goods or services that have been bought or ordered before the 24 March 2020, start of lockdown.

Funding cannot be used to pay for any outstanding debts, which an organisation incurred prior to 24 March 2020.

4. My service/organisation receives funding for SV services both from the PCC and the MoJ Rape and Sexual Abuse Support Fund. Do I need to submit a funding request to the PCC as well as a funding request to MoJ for different elements of our service?

Yes, you will need to submit a funding request to the national Rape and Sexual Abuse Support Fund to cover COVID-19 related costs associated with the services usually funded by the national Rape and Sexual Abuse Support Fund, and to the PCC for COVID-19 related costs associated with the services usually funded by the PCC.

5. Some of our technology, such as laptops and virtual platforms, are used across services that funded by both the PCC and the national Rape and Sexual Abuse Support Fund. Which fund should I request funding from to cover these costs?

You can request funding for items that are used across services provided through both commissioners from either fund, however you must only submit a funding request to one fund for this equipment. You must not request funding from both pots for the same equipment.

6. Can funding requests be made to multiple government funds?

Whilst organisations can request funding from any of the funding pots, you cannot receive funding for the same purpose from multiple pots e.g. if an organisation is allocated funding via a PCC for purchasing IT equipment to enable remote working, the organisation cannot then request funding for further IT equipment from one of the other government funding pots. They could, however, request funding for counselling sessions from a different fund, as this has not already been requested elsewhere.

7. If I am a centre based in a PCC area that provides local support, but I am one centre of a larger organisation which has a more national footprint, should I request funding from the PCC administered fund or the Home Office administered fund?

If you provide local services exclusively within one PCC area, but are part of a larger, more national organisation, you should request funding through your PCC.

You may operate an exclusively local service, but have a national helpline, in which case you can request funding from the PCC for the local service, and the Home Office for the national service. You must not request funding from both pots for the same thing.

8. Can we use the funding to support victims of other types of crime?

COVID-19 extraordinary MoJ funding has been ringfenced to provide tailored provision for domestic abuse and sexual violence victims only.

9. What do you mean by PCC area?

There are 42 Police and Crime Commissioner areas across England and Wales with the same boundaries as their respective Police Forces.

10. What is the minimum level of information that is expected to be collected and reviewed as part of the needs assessment?

To ensure a fair assessment is made across all PCC areas, PCCs will need to establish the following as part of their needs assessment process:

- if an organisation is currently funded by them;
- which groups of victims the organisation supports (for example BAME, LGBT, children, disabled);
- if the organisation has lost income due to COVID-19 (fee earning, planned fundraising not taking place);
- if the organisation's existing contracts have been honoured by funders;
- any additional income connected to COVID-19 that the organisation has received. (Income from local government, statutory services, donations and any ongoing donation activity);

- how the organisation's current reserve level compares to Business As Usual (is the organisation having to use their reserves to keep running?);
- what additional costs the organisation has incurred due to the COVID-19 lockdown from 24 March 2020; and
- what anticipated additional costs due to COVID-19 lockdown the organisation expects to have until the end of October 2020.

11. Our assessment of need indicates that we need more funding than has been allocated to our PCC. Is there an opportunity to request further funding?

At present, there is no further funding available beyond PCC allocations.

12. Our assessment of need indicates that we do not require the full amount of funding that has been allocated to our area. What should we do?

We have outlined in the guidance document that PCCs should notify us of any underspend as part of the written statement they provide to us **within 14 days** from the date upon which PCCs receive their indicative allocation letter.

13. In the guidance document it states payment will be released by MoJ upon satisfactory checks of paperwork. Will PCCs receive this paperwork in advance to ensure the needs assessment and internal due diligence checks address what is being asked?

Yes. A template for the needs assessment is provided along with the guidance document.

14. If PCCs are not required to undertake a full competitive bidding process how is due diligence going to be carried out?

PCCs must be confident and able to evidence when reporting to the MoJ they have met the expectations set out in their grant agreement for managing public money.

To reduce the risks of duplication, fraud and error the MoJ will provide access to the Government Grants Automated Due Diligence tool, SPOTLIGHT. If you would like access to the SPOTLIGHT tool please contact: spotlight@cabinetoffice.gov.uk

PCCs will also need to carry out a fraud risk assessment for organisations they do not currently commission.

15. How long should a PCC promote the opportunity for funding?

PCCs should promote the opportunity for funding for 14 days from the date upon which PCCs receive their indicative allocation letter.

- 16. How long must PCCs give organisations to provide information to be considered for the available funding?**

Organisations will have 14 days in which to respond to their local PCC.

Domestic abuse and sexual violence specific funding conditions

- 17. How much funding will be allocated to domestic abuse services PCCs do not currently commission?**

DA abuse services that are already commissioned by PCCs	£10m
SV services that are already commissioned by PCCs and those that are not currently funded by PCCs	£5m
DA services that are not currently commissioned by PCCs	£5m

- 18. Are ‘honour based’ (which includes forced marriage and FGM) abuse charities eligible for domestic abuse funding?**

Honour based abuse falls within the government definition for domestic abuse. Any organisation that provides tailored support to victims of domestic abuse and their families is recognised as a domestic abuse support service.

- 19. Are stalking charities eligible for domestic abuse funding?**

Stalking carried out by a former intimate partner or by a family member falls within the government definition for domestic abuse. Any organisation that provides tailored support to victims of domestic abuse and their families is recognised as a domestic abuse support service.

- 20. I run a service that sits near the boundaries of three different PCC areas and my service covers users in all of those PCC areas. Should I request funding from the Home Office or through PCCs? If PCCs, which one?**

As your service is covering a local area, and all your users are local to the service, you should request funding from PCCs.

You should request funding from the PCC in which you are physical situated, unless you have pre-existing funding relationships with multiple PCCs, in which case you should request funding through each of them for the elements they already fund, as you would in a usual funding cycle.

- 21. I provide a national service, but I have a base in just one PCC area. Do I request funding from the Home Office or my PCC?**

As your service is national, you should request funding from the Home Office.

- 22. I am an organisation delivering services to my local community, and also a national service. Should I request funding from the Home Office or the PCC?**

You should request funding from the Home Office for the national service and the PCC for the local one.

- 23. I run a service which is based in one PCC area, but supports victims across a number of PCC areas and who are not concentrated in one local area. Do I request funding from the Home Office or my PCC?**

As your service is covering a wide geographical area over a number of different PCC areas, and not all your users are local to the service, you should request funding from the Home Office.

- 24. Will the MoJ require PCCs to evidence spend and impact of the COVID-19 extraordinary MoJ funding for domestic abuse and sexual violence support services?**

Yes. PCCs will be asked to report at the end of the grant agreement period no later than the 30 November 2020. A reporting template will be provided. Please see attached document for reporting requirements.

- 25. If a PCC wishes to seek independent advice in relation to the extraordinary MoJ funding for domestic abuse and sexual violence support services who can they speak to?**

The Victim Commissioner and Domestic Abuse Commissioner for England and Wales will undertake an advisory role throughout the process. Where PCCs would like advice about the process or issues relevant to the assessment of local need they should contact

The Victims Commissioners office at:
victims.commissioner@victimscommissioner.org

The Domestic Abuse Commissioners Office at:
Commissioner@domesticabusecommissioner.independent.gov.uk

- 26. Who should organisations contact if they are unhappy with the process or outcome?**

If organisations have any questions or concerns about the process they should contact the PCC Chief Executive and monitoring officer in the first instance. Details can be found here: <https://www.gov.uk/guidance/covid-19-funding-for-domestic-abuse-and-sexual-violence-support-services>.

If organisations continue to have concerns they should then contact the chair of their local Police and Crime Panel. Details can be found here:

<https://www.gov.uk/guidance/covid-19-funding-for-domestic-abuse-and-sexual-violence-support-services>.

27. Is the £3m additional funding for Independent Sexual Violence Advisers (ISVAs) on top of the £1m already announced this year?

Yes. This is additional funding to recruit more ISVAs to enable local flexibility and coverage. More information will follow shortly.



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