

**Grant Funding Opportunity for**

**RESET**

**Support for 18 to 25 year olds at risk of being drawn into the Criminal Justice System or already involved**

**Expressions of Interest Form**

**Grant Funding Opportunity for RESET**

**Please note this application form is for information only. The application form is web based and can be found at** [**https://survey.alchemer.eu/s3/90540945/RESET-support-to-18-to-25-year-olds-at-risk-of-being-drawn-into-the-Criminal-Justice-System-or-already-involved**](https://survey.alchemer.eu/s3/90540945/RESET-support-to-18-to-25-year-olds-at-risk-of-being-drawn-into-the-Criminal-Justice-System-or-already-involved) **. Applications not using the web based application will not be accepted as part of this process, unless there is a valid reason that has been discussed with the Police and Crime Commissioner’s Office (OPCC).**

**Pre-application Questions**

Have you read the ‘Guide to applying – RESET’ document in relation to the potential grant funding opportunity?

**[ ]**  Yes [ ]  No

**Section one – About your organisation**

**1. Please give the name of the organisation applying to partner with the OPCC and up to date contact information:**

|  |  |
| --- | --- |
| Organisation name: |       |
| Organisation address: |       |
|       | Postcode: |       |
| Email address: |       |
| Telephone number: |       |

**2. How would you best describe your organisation?**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | Registered Charity | Registration Number: |       |
| [ ]  | Charitable Incorporated Organisation | Registration Number: |       |

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | Company limited by guarantee | Registration Number: |       |

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| --- | --- | --- | --- |
| [ ]  | Community Interest Company | Registration Number: |       |

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | Public Limited Company | Registration Number: |       |

|  |  |
| --- | --- |
| [ ]  Social Enterprise*Please describe and give your registration number:* |       |

|  |  |
| --- | --- |
| [ ]  Other*If other please clarify:* |       |

**3.** **The main contact person for this organisation:**

Please make sure that this person knows **all** aspects of your application/proposal and is available between **3rd April 2023 and 6th April 2023**.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | First name: |       | Surname: |       |
| Position in organisation: |       |

|  |
| --- |
| Contact address:      |
| Postcode:       | Email:       |
| Tel no:       | Mobile:       |

**4. Please supply a second contact person for your organisation:**

Please make sure that this person knows **all** aspects of your application/proposal and is available between **3rd April 2023 and 6th April 2023**.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | First name: |       | Surname: |       |
| Position in organisation: |       |

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| Contact address:      |
| Postcode:       | Email:       |
| Tel no:       | Mobile:       |

**Section two – your proposal and how you would ensure delivery**

**5. Please advise which lot area you are applying for**

**(You will need to submit separate Expressions of Interest forms for each lot area you are applying for)**

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| **[ ]  Lot Area One** (**Those 18 to 25 year olds arrested and taken to Basingstoke Police Station & those 18 to 25 year olds who live in Hart, Rushmoor, Basingstoke, Test Valley and Winchester)** |
| **[ ]  Lot Area Two** (**Those 18 to 25 year olds arrested and taken to the Isle of Wight Police Station & those 18 to 25 year olds who live on the Isle of Wight)** |
| **[ ]  Lot Area Three** (**Those 18 to 25 year olds arrested and taken to Portsmouth Police Station & those 18 to 25 year olds who live in Portsmouth, Havant, East Hampshire, Gosport and Fareham)** |
| **[ ]  Lot Area Four** (Those **18 to 25 year olds arrested and taken to Southampton Police Station & those 18 to 25 year olds who live in Southampton, Eastleigh and the New Forest)** |

**6. Based on the information provided in the guide to applying document, explain your model of delivery. This should illustrate how you envisage RESET working in practice and should also include an exit strategy**

**(Maximum 500 words):**

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**7. Accepting that case numbers ebb and flow and that young adults will have different levels of need, what average number of 18 to 25 year olds do you estimate you could support at any one time?**

|  |
| --- |
|  |

**8. Accepting that some people need more support than others, what average length of time do you estimate 18 to 25 year olds would be supported?**

|  |
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|  |

**9. a) Please provide full details of your organisation’s background, skill’s, expertise and experience (including any qualifications or accreditation), of delivering similar interventions, how you would use this experience to shape this bid/pilot and how this makes you the best organisation to deliver this work.**

We are particularly interested in your experience of supporting 18 to 25 year olds with a variety of needs, and preferably some experience of working with offenders and the Criminal Justice System which could assist in shaping future operational delivery.

**(Maximum 500 words)**

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**9. b)** **Please provide details of the qualifications and experience of those staff members who will be delivering the intervention and your proposed approach to recruitment, training and ongoing quality assurance.**

**(Maximum 500 words):**

This should include:

* Evidence of the capability to deliver interventions supporting 18 to 25 year olds with a variety of needs
* Evidence of relevant experience delivering interventions supporting 18 to 25 year olds with a variety of needs

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**9. c)** **Organisations will be required to maintain current Disclosure Barring System (DBS) checks on staff / volunteers / contractors who will be delivering frontline services with either children/young people or vulnerable adults. Please provide details of how the DBS checks are undertaken and maintained.**

**(Maximum 500 words):**

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|  |

**10. Please explain how you will take a whole system and public health approach, working closely with other relevant support services to deliver RESET.**

**(Maximum 500 words):**

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| --- |
|  |

**11. Please explain which interventions you can provide in-house, and where you would need to utilise other specialist support services. Please identify interventions that are based upon credible evidence of what works. Please include the type of intervention and duration.**

**(Maximum 500 words):**

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|  |

**12. Please produce a fictitious case-study of the support you would provide to an 18 to 25 year old with complex needs. This should include a clear demonstration of your understanding of what it means to take an ACE aware, Trauma Informed, Strength-Based, Whole System and Public Health Approach**

**(Maximum 500 words):**

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|  |

**13. What challenges do you envisage and how might you overcome them?**

**(Maximum 250 words):**

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| --- |
|  |

**14. What feedback mechanism will you use for the individuals you support and how will this inform service delivery and continual improvement?**

**(Maximum 250 words):**

|  |
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|  |

**15. Please include a mobilisation plan from notification of success in April to enable a go-live date of beginning of June.**

**(Maximum 500 words):**

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**16. In addition to the standard outputs and outcomes listed in the Guide to Applying Documents, what additional outputs and outcomes do you propose to demonstrate progress (you should be confident that you can capture, monitor and report on these quarterly?)**

**((Maximum 500 words):**

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|  |

**17. Please produce a Theory of Change (one page) and attach it here.**

**(Please ensure the document is labelled clearly with your organisation name)**

**18. What relevant contingencies do you have in place to ensure you meet your commitment of delivering this intervention? Please let us know how you would cope if a member of staff delivering the project / activity was unable to continue or if you had funding withdrawn from elsewhere.**

**(Maximum 500 words):**

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|       |

**19. What features of Governance will be put in place for the delivery of this Intervention / service?**

**(Maximum 500 words):**

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|  |

**20. Do you offer any added value?**

**[ ]**  Yes [ ]  No

**If so, please explain**

**(Maximum 250 words):**

|  |
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|       |

**Section three – Equality and Inclusion**

In order for the OPCC to demonstrate that it complies with its legal obligations set out in Section 149 of the Equality Act 2010 (Public Sector Equality Duty), we need to ensure that your organisation has a proven track record of providing services for particular groups with “protected characteristics” (as set out in Section 4 of the Equality Act 2010), including but not limited to, LGBT, disabled and BAME individuals. The next few questions will ask you to provide evidence of how your organisation has taken steps to meet the needs of people from protected groups where these are different from the needs of other people.

“The protected characteristics” as set out in Section 4 of the Equality Act 2010, means: “age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including ethnic or national origins, colour or nationality), religion or belief, sex and sexual orientation.”

**21. Please provide information below to evidence your organisation has a track record of working with and supporting people with protected characteristics and an ongoing commitment to do so**

**(maximum 500 words)**

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|  |

**22. a) Is your project inclusive of persons with a relevant protected characteristic or does it exclude any groups?**

**(Please refer to the ‘Application Guidance’ section within the ‘Guide to applying for funding’ document for further explanation of the next few questions)**

|  |  |
| --- | --- |
| **[ ]** Inclusive of everyone  | **[ ]** Excludes certain groups |

**22. b) If your project is inclusive of everyone, please provide assurances that your project can be accessed by for everyone, including those having a protected characteristic\***

|  |
| --- |
|  |

**22. c) If you exclude certain groups please tell us which protected characteristic groups you will be excluding:**

|  |  |
| --- | --- |
| **[ ]** Age | **[ ]** Disability |
| **[ ]** Gender reassignment | **[ ]** Marriage and civil partnership |
| **[ ]** Pregnancy and maternity | **[ ]** Race |
| **[ ]** Religion or belief | **[ ]** Sex |
| **[ ]** Sexual orientation |  |

**22. d) If you exclude certain groups please provide details below on the exclusion and the rationale for the exclusion including how the exemption is a proportionate means of achieving a legitimate aim (maximum 500 words)**

|  |
| --- |
|  |

**23. Please outline how your organisation ensures (maximum 500 words):**

a) The elimination of unlawful discrimination, harassment, victimisation or other conduct prohibited under the Equality Act 2010.

b) The advancement of equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.

c) The fostering of good relations between persons who share a relevant protected characteristic and persons who do not share it.

|  |
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|  |

**Section four - Financial information**

**24. Financial Reserves:** Please give details about the level of free reserves (unrestricted and undesignated funds) held by your organisation - both the total amount and also the amount in terms of number of months running costs:

|  |  |  |  |
| --- | --- | --- | --- |
| Free reserves held: | £      | Number of months running costs this equates to: |       |

|  |  |
| --- | --- |
| Please state the amount of funds held by your organisation which could be used for this project/activity: | £      |

**25. Please provide a budget breakdown including a description of all the costs required to deliver the intervention in the lot area you are applying for.**

Please provide as much detail as possible including categories of spend that would help us understand what you are going to use the funding for. If you are using funding for employees please give details on each individual post.

**a) For the period of 1 June 2023 to 31 March 2024**

|  |  |
| --- | --- |
| **Description** | **Cost (£)** |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
| **Total costs**  |       |

**b) For the period of 1 April 2024 to 31 March 2025**

|  |  |
| --- | --- |
| **Description** | **Cost (£)** |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
|       |       |
| **Total costs**  |       |

|  |  |
| --- | --- |
| **c) Total budget required for the period of 1 June 2023 and 31 March 2025 for the lot area you are applying for (please note this should not be more than £92,000):**  |  |

**Section five - Other Information**

**26. Please tick to confirm whether you have the following documentation (those which apply)?**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  Public Liability Insurance |  | Amount of cover |       |
| [ ]  Employers Liability Insurance |  | Amount of cover |       |
| [ ]  Indemnity Insurance |  | Amount of cover |       |
| [ ]  Adults Safeguarding Policy |  | [ ]  Child Protection Policy |
| [ ]  Health and Safety Policy |  | [ ]  Vehicle Insurance |
| [ ]  Constitution |  | [ ]  Equality and Diversity Policy |
| [ ]  General Data Protection Regulation Policy |  | [ ]  Business Plan |

**27. Tell us about your organisation:**

|  |  |
| --- | --- |
| How many trustees/members of the management committee do you have? |  |

|  |  |
| --- | --- |
| How many paid staff (excluding trustees)? |  |

|  |  |
| --- | --- |
| How many volunteers (excluding trustees)? |  |

**Privacy Note**

The information you have supplied in this form may be used to process your proposal. The lawful basis for processing your personal data is on a public task basis.

In order to make a decision on your proposal, some of the de-personalised information provided may go into a public decision report. In addition, your application form may be de-personalised and shared with partner agencies who will be involved in the consultation process or those who can verify specific facts within your application. This could include:

|  |  |
| --- | --- |
| * Hampshire County Council
 | * Isle of Wight Council
 |
| * Portsmouth City Council
 | * Southampton City Council
 |
| * South Central Probation Service
 | * Hampshire and Isle of Wight Constabulary
 |

In addition, we may be required to disclose information outside the Office of the Police and Crime Commissioner for Hampshire to help prevent fraud, or if required to by law.

We may not be able to process your proposal if you do not provide all the requested information.

Successful proposals will be retained for a maximum of 6 years (plus current year). Unsuccessful proposals will be keep for a maximum of 18 months.

Information will be retained on a database at the Office of the Police and Crime Commissioner for Hampshire for statistical and monitoring purposes.

You can contact the Police and Crime Commissioner’s Data Protection Officer at opcc.dataprotection@hampshire.police.uk .

If you have a concern about the way we are collecting or using your personal data, you should raise your concern with us in the first instance or directly to the Information Commissioner’s Office at <https://ico.org.uk/concerns/>

**Transparency/Open Data**

If your proposal is successful, details of grants of £500 and over will be published on the Office of the Police and Crime Commissioner for Hampshire’s website in accordance with government policy. No personal information will be published.

**28. Declaration**

**[ ]  I am authorised to apply for the potential funding opportunity set out in this proposal.**

**[ ]  I certify that all the particulars given in the form are correct and that any grant money received from the Office of the Police and Crime Commissioner will be used for purposes stated in this form. The Office of the Police and Crime Commissioner reserves the right to reclaim any grant not used for the purposes stated on this form.**

**[ ]  I will inform the Office of the Police and Crime Commissioner if any of the particulars and information given ceases to be correct.**

**[ ]  I confirm that my organisation has a safeguarding policy and that I have completed the safeguarding form. I will email this to the Commissioning mailbox with my application submission.**

**[ ]  I confirm that my organisation undertakes and maintains current Disclosure Barring System (DBS) checks on staff / volunteers / contractors who will be delivering frontline services with either children/young people or vulnerable adults**

**[ ]  I confirm we have at least one year of published accounts for our organisation and will email a copy of our latest report to the Commissioning mailbox with my application submission.**

**[ ]  I confirm my organisation has its own bank account in the name of the organisation**

**[ ]  I agree to the Privacy Note above.**

**Section six - Final step and submitting your form**

Thank you for submitting your proposal for providing an intervention for perpetrators of stalking.

To ensure that your proposal is recorded correctly, please email the Commissioning team on opcc.commissioning@hampshire.police.uk and provide the following information, as entered on your application:

* Name of Organisation
* Name of main contact person at the organisation (as per question 3)
* Date and time of final submission
* Your Safeguarding form
* Your organisations latest Annual Report (including accounts)

Once we have received this information, a member of the Commissioning Team will log your proposal and send a copy of the form to you for your records, along with a reference number. Please check that the information within your application is correct - it is your responsibility to ensure that you have emailed us notification that your application has been submitted and to check that you have received your reference number. We will endeavour to send a copy of your application form and reference number within five working days.

The Police and Crime Commissioner accepts no responsibility if her team does not receive your application and you have not completed all the steps.