

HPOP FUND APPLICATION FORM

(If you would like help completing this application please contact Tracey Warrener at the address below)

Name of Organisation / Group Applying:	
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Contact Details for this Application

Name:	
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Position in the Organisation / Group:	
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Contact Address (Including Postcode):	
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Telephone:	
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Email:	
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Are you a registered charity or Community Interest Company? If YES, please give your number:

Tell us about your organisation, group or project:

What does you do? (Maximum 200 words)
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What homelessness prevention activities / interventions do you wish to deliver? (Maximum 150 words)
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What prevention outcomes do you expect your project will deliver? (Maximum 150 words)

Please list the prevention outcomes you will be delivering as appropriate based on the Ministry of Housing, Communities and Local Government dataset in the appendix:

£125 is available for each prevention intervention / outcome – how many do you expect to deliver for this project?	
What, if anything, will you contribute to the project? (This might be the volunteer time rather than financial input.)	
Why is the project needed?	
When will it start and finish?	
Where will it take place?	
How will you know it has been a success? How will you measure the changes you have brought about for your clients?	

I confirm the group/organisation is a not-for-profit organisation.

Signed:

Date:

Return the completed form to: Tracey Warrener, tracey.warrener@communityha.org.uk or 07752 976122 at Trailblazer Devon, Homelessness Prevention Co-ordinator, Community Housing Aid, Co-Lab (Wat Tyler House), King William Street, Exeter, EX4 6PD

Deadlines for completed applications are:

Round 1: Friday 6th April 2018

Round 2: Jun~Sept 2018

Appendix One

Ministry of Housing, Communities and Local Government Definitions of Homelessness Prevention Outcomes

Source: HCLIC Data Specification v1.3

Local Housing Authorities are now required to report against the outcomes below to demonstrate 'the main prevention activity that was undertaken by the local authority as part of the Prevention Duty'.

This is a very straightforward data set which is describing the activity that Local Housing Authorities provide. We know that there will be alternative and creative approaches and want to encourage these. For this reason we have added an 'Other' category. This can be used to describe any other main outcomes you wish to deliver.

To reiterate, the outcomes we are seeking need to demonstrate wherever possible the changes that your input has been able to bring about for a household.

Accommodation secured by local authority or organisation delivering housing options service
Helped to secure accommodation found by applicant, with financial payment
Helped to secure accommodation found by applicant, without financial payment
Supported housing provided
Negotiation/mediation work to secure return to family or friend
Negotiation/mediation/advocacy work to prevent eviction/repossession
Financial payments to reduce rent service charge or mortgage arrears
Discretionary Housing Payment to reduce shortfall
Financial payments used for other purposes (not arrears or to secure new accommodation)
Housing related support to sustain accommodation
Debt advice
Resolved benefit problems
Sanctuary or other security measures to home
Other method that prevents homelessness and assists household to obtain alternative accommodation.

Appendix Two

The Homelessness Case Level Information Collection (H-CLIC) Data Monitoring Specification

It is important that you collect all pertinent information below for each household that you support – this data will then be submitted to Ministry of Housing, Communities and Local Government.

<input type="checkbox"/>	Application Date	<input type="text" value="09/02/2018"/>
<input type="checkbox"/>	Previous Case Ref. No.	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Eligibility Reason	<input type="text" value="British or Irish citizen"/>
<input type="checkbox"/>	Dependent Children	<input type="text"/>
<input type="checkbox"/>	Assessment Date	<input type="text" value="09/02/2018"/>
<input type="checkbox"/>	Circumstances	<input type="text" value="Threatened with homelessness - Prevention Duty owed"/>
<input type="checkbox"/>	Ethnicity	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Sexual Orientation	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Nationality	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Employment Status	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Partner Employment Status	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Housing Benefits	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Other Benefits	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Application Accommodation	<input type="text" value="Rough sleeping (in judgement of assessor)"/>
<input type="checkbox"/>	Last Settled Accommodation	<input type="text" value="Council tenant"/>
<input type="checkbox"/>	Settled Home Loss Reason	<input type="text" value="End of social rented tenancy"/>
<input type="checkbox"/>	AS Tenancy Loss Reason	<input type="text" value="----Select----"/>
<input type="checkbox"/>	SR Tenancy Loss Reason	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Supported Housing Loss Reason	<input type="text" value="----Select----"/>
<input type="checkbox"/>	Referred Into LA	<input type="text" value="----Select----"/>

[Show People Section](#)

	Surname	Forename(s)	DOB	Age On		
09/02/2018	Gender	Relationship	Property	Postcode	Date Joined	
		Case	Date Left			
		Case				
<u>Exeter</u>	Richard	01/01/1990	28	Male	Main Applicant	09/02/2018

[Hide Support Section](#)

? Support Needs:- No support needs

[Hide Prevention Section](#)

? Prevention Start Date

? Prevention Activity

? Engaged With Prevention

? Prevention End Date

? Prevention End Reason

? Prevention TA Decision

? Prevention Accommodation

? Prevention Accommodation LA

[Hide Relief Section](#)

? Relief Start Date

? Relief Activity

? Engaged With Relief

? Relief End Date

? Relief End Reason

? Relief TA Decision

? Relief Accommodation

? Relief Accommodation LA

? Relief Destination LA

[Hide Assistance Section](#)

[Hide Decision Section](#)

? Outcome Decision Date

? Outcome Decision Effective Date

? Outcome Decision

? Legacy Case Relief Offered

? Priority Need Decision

? TA Decision

? Decision Accommodation

? Decision Accommodation LA

? Destination LA

[Hide Final Duty Section](#)


? Final Duty End Reason

? Final Duty Accommodation


? Final Duty Accommodation LA

? Final Duty End Date

[Hide Temporary Accommodation Section](#)

? TA Start Date 

There are no (TA) placements in the system for this HRA Case.

? TA End date 

[Hide Review Section](#)

There are no reviews in the system for this HRA Case.