



WEST LONDON  
HOUSING  
PARTNERSHIP.

## TOP TIPS FOR SUCCESSFUL BID WRITING

IEUAN AP REES, WEST LONDON HOMELESSNESS COORDINATOR



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## WEST LONDON

- **7 BOROUGHES; KENSINGTON & CHELSEA; HAMMERSMITH & FULHAM; BRENT; EALING; HARROW; HOUNSLOW; HILLINGDON**
- **EXPENSIVE RENTS, HIGH LEVELS OF NEED (HOMELESSNESS & ROUGH SLEEPING) , DIFFERENCES BETWEEN BOROUGHES**
- **TRACK RECORD OF PARTNERSHIP WORKING**
- **EXPERIENCED SUB-REGIONAL HOMELESSNESS COORDINATOR**



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## TRACK RECORD

- **ROUGH SLEEPING GRANT – ROUGH SLEEPING PREVENTION PROJECT (£400,000)**
- **RSI – STAGING POST (£109,358)**
- **RAPID REHOUSING PATHWAY EARLY ADOPTER OF SOMEWHERE SAFE TO STAY (£818,000)**
- **PRS ACCESS FUND – SINGLE HOMELESS APPROVED PROVIDER SCHEME (£116,000)**
- **RAPID REHOUSING PATHWAY – SUPPORTED LETTINGS (£97,163)**



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## TOP TIPS

- **NOT ROCKET SCIENCE**
- **LIKE EXAM TECHNIQUE**
  - **BEST ADVICE MY FATHER EVER GAVE ME "READ THE QUESTION, ANSWER THE QUESTION"**
- **READ THE CRITERIA, ADDRESS THE CRITERIA**
- **DOES IT HAVE TO BE INNOVATIVE / NEW?**



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## PLANNING THE BID

- **WHEN'S THE DEADLINE?**
- **WORK BACK FROM THERE & PLAN THE BID**
- **WHAT DO YOU NEED TO DO TO GET THE BID IN?**
- **WHO NEEDS TO AGREE/APPROVE IT ?**
- **WHEN ARE THE MEETINGS?**
- **DO YOU HAVE AN IDEA?**
- **IF YOU DO, DOES IT TICK ALL THE BOXES?**
- **COULD IT TICK ALL THE BOXES?**



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## TICKING THE BOXES

- **MOBILISATION – IF THE PROJECT HAS TO START BY MARCH AND THIS ISN'T POSSIBLE, DON'T BOTHER**
- **CAN YOU CUT DOWN PROCUREMENT TIME E.G. WAIVE PROCUREMENT RULES?**
- **KNOW YOUR PROCUREMENT RULES**
- **KNOW SOMEONE IN PROCUREMENT WHO CAN ADVISE / HELP YOU**
- **KNOW YOUR CONSTITUTION; HOW TO GET APPROVALS – TIMESCALES E.G. FOR FORWARD PLAN, WHO HAS TO SIGN OFF REPORTS?**



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## MUST BE ACHIEVABLE

- **IS THERE TIME TO DO WHAT YOU REALLY WANT?**
- **IF NOT, CAN YOU CHANGE SOMETHING YOU ALREADY HAVE ?**
- **BUILD ON IT, SO THAT IT MEETS THE CRITERIA AND YOU CAN DELIVER IT IN THE TIMESCALES**
- **BUT IT MUST WORK**



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## PARTNERSHIP

- **WILL PARTNERSHIP WORKING HELP THE BID?**
- **EXTRA POINTS FOR SUB-REGIONAL WORKING?**
- **WORKING WITH VOLUNTARY SECTOR?**
- **DO YOU HAVE TIME & THE ABILITY TO GET AGREEMENT FROM PARTNERS?**
- **WORK UP YOUR IDEA WITH AT LEAST ONE PARTNER; THEY WILL HELP CHAMPION IT**



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## VALUE FOR MONEY

- **WHAT DOES THE PROSPECTUS SAY ABOUT THIS?**
- **DO YOU HAVE TO SHOW SAVINGS ?**
- **DO YOUR HOMEWORK – USE AVAILABLE RESEARCH E.G. SAVINGS TO NHS FROM PREVENTING ROUGH SLEEPING; REDUCED VISITS TO A&E , AMBULANCE CALL OUTS ETC.**
- **SECURE MATCH FUNDING IF REQUIRED**
- **MAKE SURE YOUR BID IS VFM BUT ALSO REALISTIC**



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## BE PREPARED FOR SUCCESS

- **DON'T BID FOR SOMETHING YOU CAN'T DELIVER**
- **MAKE SURE YOU HAVE ENOUGH MONEY & TIME**
- **IF YOU NEED TO IN ORDER TO MEET TIMESCALES, GET APPROVALS BEFORE YOU KNOW IF YOU HAVE THE MONEY E.G. DRAFT JDS, GET THEM EVALUATED, HAVE ADVERT READY TO GO , GET APPROVAL TO TENDER & HAVE ALL DOCUMENTS READY, GET APPROVAL TO WAIVE PROCUREMENT RULES**



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## CASE STUDY 1 – ROUGH SLEEPING GRANT – ROUGH SLEEPING PREVENTION PROJECT

- **NEED – TARGETS & METHODOLOGY (HOPE/NFNO)**
- **VFM – COSTS & SAVINGS; WORK ALREADY DONE ON SAVINGS TO NHS (STP BID), CRIMINAL JUSTICE, DRUG & ALCOHOL, OUTREACH -EVIDENCE BASED**
- **APPROACH – BUILT ON HOPE**
- **PARTNERSHIP WORKING -USED ESTABLISHED PARTNERSHIPS, WLHP & ST.MUNGOS (HOPE)**
- **STRATEGIC FIT – NSNO**
- **DATA & EVIDENCE - CHAIN**
- **KNEW HOW TO GET WAIVER & APPROVALS**
- **BOROUGHES AGREED TO MATCH FUND**



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## CASE STUDY 2- RSI – STAGING POST

- **ALL ABOUT REDUCING NUMBERS; CO-PRODUCTION**
- **PARTNERS -SUB-REGIONAL BID AS PART OF RBKC BID; SUB-REGIONAL GROUP TO DISCUSS WITH AND APPROVE**
- **STRATEGIC FIT & SUSTAINABILITY- ST.MUNGOS IDEA TO FREE UP SPACES IN NSNO HUBS**
- **INTERVENTIONS – DOUBLE WHAMMY - MOVE IN & MOVE ON**
- **MOBILISATION TIMELINES**
- **BASED ON NSNO MODEL**



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## CASE STUDY 3 – SOMEWHERE SAFE TO STAY – RAPID REHOUSING PATHWAY EARLY ADOPTER EOI

- **AN EOI, NOT A BID**
- **CREATIVE, INNOVATIVE – PREVENTION MODEL (COMPLEMENTS NSNO)**
- **DELIVER QUICKLY – BUILDING IDENTIFIED, APPROVAL TO WAIVE CONTRACT RULES, 2 CONTRACTS SO NO NEED TO TENDER, STARTED RECRUITMENT BEFORE FUNDING ANNOUNCED**
- **GOOD RELATIONSHIPS – ST.MUNGOS, WLHP**
- **PARTS OF PATHWAY FUNCTIONING – PREVENTION TEAM (STAFF), REFERRAL PROCESSES, NSNO, PRS ACCESS**
- **ROUGH SLEEPING ISSUE – HIGH NUMBERS**
- **TRACK RECORD ; BUILT ON VERY SUCCESSFUL PROJECT – RS PREVENTION, ALSO HOPE, WL RECONNECT, STAGING POST**
- **CLOSE TO MHCLG**
- **BEST PLACED IN LONDON**



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## CASE STUDY 4 – PRS ACCESS

- **WORKED WITHIN TIMESCALES (MOBILISE BEFORE MARCH) – SETTING UP NEW SCHEME WOULDN'T, SO BASED ON EXISTING PROJECTS**
- **CLEAR CRITERIA – TICKED THE BOXES ; EVIDENCE BASED**
- **VFM 25% (12.5% NOS.PREVENTED/RELIEVED- EVIDENCE BASED; PUT CAPITAL FUNDING IN. EXISTING PROVIDERS ON BOARD ; BASED ON WHAT THEY SAID THEY NEEDED AND COULD ACHIEVE**
- **SUSTAINABILITY 15% - BOROUGH TO FUND GOING FORWARDS**
- **ACHIEVABILITY 20% -QUESTIONNAIRE- TACKLES LOCAL ISSUES (U 35S); DELIVERY PARTNER/X-AUTHORITY WORKING; GOVERNANCE & PROGRAMME (IN PLACE, STABLE, STRAIGHTFORWARD); STAKEHOLDERS (BUY-IN); DEPENDENCIES(FEW OR STAND ALONE); PROGRAMME OR PROJECT TEAM(STABLE, IN PLACE, EXPERIENCED); TIMESCALES(NOT CHALLENGING); BUDGET,QUALITY**
- **NEED 25%(ACCEPTANCES PER 1000 HOUSEHOLDS)**
- **X-AUTHORITY WORKING 10%**



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## CASE STUDY 5 – SUPPORTED LETTINGS

- **EARLY ADOPTER EOI NOT SUCCESSFUL AS COULDN'T MOBILISE BY MARCH**
- **REVISED ORIGINAL BID; REDUCED TO 9 MONTHS**
- **MEETS GAP – FLOATING SUPPORT IN PRS**
- **LINKS WITH EXISTING PROJECTS – SSTS, STAGING POST**
- **REQUEST FOR QUOTES – QUICKER PROCUREMENT**
- **TIES IN WITH GOVT. STRATEGY (RRP) LINKS WITH THEIR PROJECTS**
- **RAN IT PAST MHCLG RS ADVISER FIRST**



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## TOO MANY PROJECTS?

- **WORD OF CAUTION**
- **IF YOU GET ALL THE MONEY, WILL YOU BE ABLE TO DELIVER ALL THE PROJECTS?**
- **MONITORING RETURNS**
- **WHAT HAPPENS WHEN FUNDING RUNS OUT?**



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## OVER TO YOU

- **HAVE YOU BEEN UNSUCCESSFUL IN A FUNDING BID?**
- **DO YOU KNOW WHY YOU WERE UNSUCCESSFUL?**
- **WHAT COULD YOU HAVE DONE DIFFERENTLY THAT WOULD HAVE INCREASED YOUR CHANCES?**



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## CONTACT DETAILS

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