

Mutuals Interim Support Fund

Expression of Interest Form

Grants to purchase professional advice and assistance to progress with considering, developing and/or growing a public service mutual.

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# Expression of Interest Form

This Expression of Interest form asks 12 questions to determine if you meet the eligibility requirements for an award of funds from the Mutuals Interim Support Fund.

Please provide the key information as clearly, concisely and accurately as you can. It is important you read the guidance on [gov.uk](https://www.gov.uk/government/publications/mutuals-interim-support-fund) prior to completing this form. If you would like to clarify any of the questions please contact [mutuals@culture.gov.uk](mailto:mutuals@culture.gov.uk).

1. Applicant details

|  |  |
| --- | --- |
| Name of applicant organisation |  |
| Name of project lead |  |
| Job Title |  |
| Address |  |
| Email |  |
| Phone |  |
| Amount of grant you’re seeking | £ |

2. Senior sponsor details (e.g. Chief Executive or Director of Services)

|  |  |
| --- | --- |
| Name |  |
| Job Title |  |
| Email |  |
| Phone |  |

3. Please describe the services you currently deliver and your service delivery model.

|  |
| --- |
| Word Limit: 250 |

Please estimate the proportion of your services that are delivered in England.

|  |
| --- |
| % |

Please describe the services which will be considered for this project, and your plans to transform them for the better. Please confirm these services will be delivered in England.

|  |
| --- |
| Word Limit: 250 |

4. Grants will be administered under section 31 of the Local Government Act 2003, or section 70 of the Charities Act 2006.

Are you a local authority?

|  |
| --- |
| Yes / No (Delete as appropriate) |

**If you are not a local authority,** please describe how your organisation meets the requirements of section 70 of the [Charities Act 2006](http://www.legislation.gov.uk/ukpga/2006/50/section/70), in that it was established for charitable, benevolent or philanthropic purposes which benefit the whole of or part of England.

|  |
| --- |
| Word limit: 100 |

5. European Commission rules prohibit any undertaking from receiving more than €200,000 ‘de minimis’ aid over any period of three fiscal years. Any ‘de minimis’ aid granted over the €200,000 limit may be subject to repayment with interest.

Will the receipt of up to £25,000 from this fund this financial year breach these de minimis State Aid limits?

|  |
| --- |
| Yes / No (Delete as appropriate) |

6. Please describe the professional advice and assistance you would like to purchase with this grant. Please be clear and specific about what support you need and why.

|  |
| --- |
| Word limit: 250 |

7. Please describe what work you have undertaken to date to progress this project, including engagement with stakeholders and potential suppliers. Please give clear and specific examples of what you have done, what challenges you have faced or expect to face, and how these will be overcome.

|  |
| --- |
| Word limit: 250 |

8. Please describe and quantify what internal resource (roles, time and money) you or partners would commit to supporting the delivery of this project. Please include any issues you foresee in committing resource to this project. We will prioritise applicants who can match the funding they’re seeking, or make a substantive financial or kind kind (e.g. staff time) contribution towards matching.

|  |
| --- |
| Word limit: 250 |

**If you are already operating as a public service mutual, please go to question 11.**

**If you are in the process of considering, developing or implementing the public service mutual model for your services, please answer questions 9 and 10 below.**

9. Please describe why you consider the public service mutual model potentially viable and suitable for your services, or how this grant will help to determine this.

|  |
| --- |
| Word limit: 250 |

10. Please detail your timeline for progressing towards a new delivery model for your services. We will prioritise applications which demonstrate an immediate need for this funding, with clear commitment to progressing over the next 12 months.

|  |
| --- |
| Word limit: 500 |

**Please answer questions 11 and 12 below if you are:**

**a) already operating as a public service mutual, or**

**b) an organisation that has spun out of the public sector, and is considering converting to a public service mutual model.**

11. Please attach your most recent audited accounts to evidence you’re operating a financially viable business. If you’d like to add any further information, please detail below.

|  |
| --- |
| Word limit: 100 |

12. Please give details of other sources of funding you are seeking or have secured to progress your project, and why you need funds from this grant.

|  |
| --- |
| Word limit: 250 |

**END**

**Scoring Criteria**

The exact thresholds for success will depend on the standard of other applications.

|  |  |  |
| --- | --- | --- |
| Question | Score | Criteria |
| 1 | N/A | Mandatory information |
| 2 | N/A | Mandatory information |
| 3 | N/A | Mandatory information |
| 4 | 0 | Cannot confirm they are a local authority or their organisation is set up for charitable, benevolent or philanthropic purpose |
|  | 1 | Confirms they are a local authority or their organisation is set up for charitable, benevolent or philanthropic purpose |
| 5 | 0 | Cannot confirm State Aid rules will not be breached |
|  | 1 | Confirms State Aid rules will not be breached |
| 6 | 0 | Does not clearly explain what professional advice or support is needed, or why. |
|  | 1 | Some explanation as to what professional support is needed, but limited reasons as to why or how it will make a difference. |
|  | 2 | Clear explanation as to what professional support is needed, but limited reasons as to why or how it will make a difference. |
|  | 3 | Clear explanation as to what professional support is needed, including why and how it will make a difference. |
| 7 | 0 | No evidence that any work has gone into exploring what this project might entail, no stakeholders or suppliers contacted. |
|  | 1 | Limited evidence of work done to explore what this project might entail, or limited contact with stakeholders or potential suppliers. |
|  | 2 | Good evidence of work done to explore what this project will entail.  A number of key stakeholders engaged and potential suppliers contacted. Evidence that challenges have been considered, with some ideas for how to overcome these. |
|  | 3 | Extensive work done to explore what this project will entail, what professional assistance is needed and who can provide it. Robust consultation or engagement with a range of specific stakeholders. Clear articulation of challenges which have been or will be faced, and methods to overcome these clearly thought through. |
| 8 | 0 | No evidence of internal resources committed already, or will be committed to progress the project. |
|  | 1 | Some evidence of internal resources being committed, with further to be committed throughout the project. Limited evidence of match funding being committed, or reasons as to why this is not possible. |
|  | 2 | Good evidence of internal resources and / or match funding being committed, or clear and valid reasons as to why this is not possible. |
| 9 | 0 | No evidence that the public service mutual model has been considered as a viable way to deliver services. |
|  | 1 | Some evidence that the public service mutual model has been researched and considered as a viable means to deliver services. |
|  | 2 | Good evidence of research into the benefits of the public service mutual model, but limited consideration for how these might be realised specifically for in scope services. |
|  | 3 | Very good evidence of research into the benefits of the public service mutual model, and clear ideas for how these might be realised specifically for in scope services. |
| 10 | 0 | No evidence of any commitment to progress a public service mutual model over the next 12 months. |
|  | 1 | Some evidence of commitment to progress a public service mutual model over the next 12 months, with key milestones considered. |
|  | 2 | Good evidence of commitment to progress a public service mutual model over the next 12 months, with a realistic timetable. |
| 11 | 0 | Business is not financially viable |
|  | 1 | Business is financially viable |
| 12 | 0 | No evidence that other funding streams have been considered, or no evidence for why grant funding is needed over other sources. |
|  | 1 | Limited evidence that other funding streams have been considered or explored. Limited reasons for why other funding streams are not possible or suitable for this project. |
|  | 2 | Good evidence that other funding streams have been explored, and why these are not possible or suitable for this project. |