Asylum, Migration and Integration Fund (AMIF) Application for Funding

ABM4 – Integration policy, tools and frameworks

Contact Information

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 Ensure all dates and amounts entered in separate documents match

Project Information

Project Title	**Foundation for Integration**
Proposed Project Start Date	01/11/2020
Proposed Project End Date	30/04/2022
AMIF Funding amount	**£1,323,558.95**
Match Funding amount	**£147,062.11**
Total Cost of project	**£1,470,621.06**
Where did you hear about the Call?	Other AMIF funded projects.

Other European Funds

If you are in receipt of European Commission funds, please state fund and purpose	ERDF through Urban Innovative Action – project title: MiFriendly Cities; project purpose: to promote integration of refugees and migrants in the West Midlands across employability, enterprise, active citizenship and narrative building. End date 28/02/2021. Other EU funded projects in other directorates of the BCC (not explicitly directed at migrants) – mainly ESF and ERDF.
If you intend to apply for any other EC funds, please state fund and purpose	**None**

Organisation

Please indicate the type of organisation you are applying from

☐ **National policy maker (Home Office, MHCLG)**
☐ **Devolved Authority**
☐ **Regional Authority (including Strategic Migration Partnerships)**
☒ **Local Authority**

Part 1: Relevance

In this section, you will be expected to demonstrate how your proposal relates to the requirements of the AMIF Fund. We will expect you to outline what you intend to use the AMIF grant for a.

Please ensure your answers address the question in a concise manner.

> **Failure to adhere to the word counts stated may adversely affect your application.**

1.   What is the integration product that you intend to produce? (max 900 characters including special characters and spaces)

> Foundation for Integration will see the production of a pathway approach to preventing crisis and destitution and facilitating integration for Third Country Nationals making Birmingham their home, including the launch of a new secure Referral Management System portal.
>
> Key elements of FfI programme include:
> - Development of a Welcome Pathway for new arrivals.
> - Development of an Advocacy & Advice Pathway including provision of up to OISC L3.
> - Training package for other agencies including staff in statutory services including e-learning.
> - Development and adoption of an Early Action Local Government Charter by Birmingham City Council.
> - Regional dissemination of the Foundation for Integration Early Action approach.
>
> The product we intend to produce is:
> - A secure Referral Management System portal for coordinating referrals between partner agencies.
>
> (853 characters)

2.   Why is there a need for this product?

A metropolitan district authority whose population is estimated at 1.14 million (Census data, 2011) Birmingham is the second largest city in the UK and the largest local authority in Europe. In the UK, the next largest local authority by population size has a population of almost half that of Birmingham. The city has long been a melting pot of multiculturalism and in recent years has become known as "superdiverse". It is estimated that around 26% of the city's residents originally are non-UK born (ONS, Midyear UK population estimates 2018) and many more are second or third generation migrants. Year on year, the city welcomes thousands of new arrivals; in the latest year for which data exists (2018-19), there were an estimated 16,128 new arrivals in the city brought about by long-term international migration.

Factored into these statistics is the role the city plays in welcoming those seeking sanctuary from beyond Europe. Birmingham has been a voluntary dispersal area for asylum seekers since 1999 and at any one time, the city is host to around 1,600 asylum seekers in receipt of Home Office accommodation and support. Latest data indicates around 45% of these asylum seekers will receive a positive first decision and will likely go on to make Birmingham their home. Of those who don't receive a positive decision but go onto appeal, around 50% will receive a positive decision. Furthering its commitment to providing a place of welcome, the city has been a leader in refugee resettlement since 2015. Birmingham City Council was one of the earliest adopters of the Syrian Vulnerable Persons Scheme, making a total commitment to receive 550 refugees over the five-year scheme, over and above its per capita share of the national pledge. Recently the city has also pledged its support for UK Resettlement, commencing later this year.

Resettlement has provided a huge opportunity to explore best practice in welcoming refugees and in providing the services and creating the conditions that will lead to positive integration outcomes for people originally fleeing violence and persecution, who are building their new futures in Birmingham. By and large, these opportunities have only been available to those arriving on the resettlement scheme and locally, there is an acute need to transfer this learning to working with those arriving through other routes, at the point at which they become legally present in the UK. We have seen how referral data and systems have been able to support and improve the level of information available to key agencies, the quality of referrals, and our understanding of the needs of resettled cohorts in general, and locally, this has significantly improved the commissioning of local services for this cohort.

The current landscape when working with those arriving through non-resettlement routes can be characterised by a third sector with a wealth of knowledge and experience but, crucially, a lack of ability to share data and information in order to make referrals without causing significant delays for clients, including asking them to repeat key information to multiple agencies. This risks a high attrition rate in the take-up of key legal provision in the city and presents a strong need for coordination and collaboration between statutory and voluntary sectors. It is this challenge that this project and product seeks to address.

Specifically, developing and embedding the secure Referral Management System into the Foundation for Integration delivered by this partnership will:

- Improve our access to deep-dive level data on the types of referrals, referring agencies, and the needs of TCNs and refugees in the city including the period of time spent accessing support.

- Create and embed a trusted referral pathway with a high quality response and referral rate, move-on and integration support for new refugees moving out of Home Office accommodation following a successful asylum claim. Currently, a lack of this, as well as a lack of information sharing puts this group at significant risk of crisis and destitution, with key agencies reporting that in Winter 2018, 89% of referrals to Birmingham's night shelters were new refugees and other Third Country Nationals.
- Improve the ability of partners to increase capacity and access to good quality regulated immigration, housing and welfare casework, advice and support for Third Country Nationals, where a lack of this is currently delaying people and families accessing the support they need to prevent crisis and destitution and to build successful futures in the city;
- Improve genuine collaboration between statutory agencies and voluntary sector immigration, housing and welfare advice providers, based on accurate data and insights into the needs of new refugees and other TCNs. Without this, opportunities to provide a wider range of advice and to mainstream a basic knowledge of migrants' rights and entitlements are being missed;
- Develop a coordinated and strategic approach to the advice and guidance offer for new arrivals. When fragmented and unclear, this leaves room for misinformation and a reliance on unregulated or informal advice, not equipping refugees and other Third Country Nationals to make well informed decisions about their life in Birmingham.

Partners estimate that current demand levels for the above provision outstrip supply by double. There is an urgent need to expand this capacity, with a considerable amount of time and resource currently absorbed by time-consuming or incorrect referrals being made. To embed a truly effective pathway involving specialist advice and personal data of vulnerable individuals, there must be a secure referral management system in place.

In the literature and in local practice, it is accepted that access to rights, entitlements, and information for migrants is the foundational tenet of integration. Numerous studies have highlighted the significant, positive impact of access to rights on other areas of integration, including employment, housing, health and social connections. This project will focus on the "Foundation" heading of the Indicators of Integration Framework: ensuring new arrivals are accessing their rights and entitlements and are aware of their responsibilities in order to become active and contributing members of the community in the city of Birmingham.

Without good availability of information and advice, and without a clearly embedded, coordinated approach including a fully embedded, secure referral management system, the risks of misinformation and negative integration outcomes for new arrivals are high. There is an abundance of unregulated and informal information and advice in the city, which needs to be countered by an equally abundant and easily accessible, regulated and quality information, advice and support offer. In a city of Birmingham's scale and complexity, it is crucial that the full range of agencies involved in this agenda have access to a secure portal to improve integrated and collaborative working.

Foundation for Integration takes a pathway building approach to the provision of information, advice, guidance and integration support for newly arrived Third Country Nationals, thereby recognising the impact of accessing information, rights and entitlements on wider integration outcomes; in-keeping with a prevention and early action approach to integration. In delivering the project, we aim to prevent the following three primary phenomena, which commonly characterise experiences of newly arrived Third Country Nationals in the city currently:

1. New refugees and other Third Country Nationals with the right to remain in the UK not being able to quickly and confidently access the right regulated and free legal advice in order to properly settle. This includes, for example, the OISC support needed to legally reunite families, to make applications for settlement or change of conditions, to access recourse to public funds, or to make citizenship applications.

2. New refugees and other Third Country Nationals not being aware of their rights, responsibilities, options, and entitlements with regard to health, education and housing services or, indeed, aware of how and where this information can be accessed. This is contributing to delayed presentation to the NHS for issues such as TB or inappropriate presentations to A&E. It is also contributing to a lack of engagement with schools and enrolment, as well as a high number of TCN individuals and families entering the council's Temporary Accommodation provision or finding themselves homeless. Without this work, previous estimations indicated 100% of new asylum-route refugees were finding their way into Temporary Accommodation after leaving Home Office accommodation.

3. New refugees and other TCNs not being made aware of their rights, responsibilities, options and general expectations with regard to their new neighbourhoods and communities, including advice and information about tenant and neighbour responsibilities, how to use community services including libraries, policing, community centres, environmental services, adult education and ESOL, as well as community networks for instance. Currently, the lack of this provision is contributing to: complaints about anti-social behaviour, particularly in West Birmingham, which relate to different cultural practices; a lack of people accessing ESOL outside of formal DWP mandated pathways; a general lack of integration and community cohesion in some parts of the city; under-reporting of hate crime and anti-social behaviour amongst refugee and migrant groups.

Beyond those directly engaged in delivering those project, the wider sector of migrant and refugee support services, and the project end-users themselves, the impacts of the project will also extend to external stakeholders: local neighbourhoods and communities where cohesion is improved; statutory agencies where the costs of presentations by TCNs to inappropriate services or destitution provision decrease; and wider society as TCNs are able to become more active and contributing citizens of Birmingham.

3.   Who will use the end product of this project? (max 100 words)

The Foundation for Integration pathways will be used primarily by TCNs, including new refugees. This will be those requiring support with: legal advice and casework; accessing public services; communities and local services; and integration.

FfI will include training for other agencies (including statutory) to improve understanding of migrant issues and referrals into the FfI pathways.

The online RMS portal integrated into the FfI pathway will be used by the project partners exclusively, to aid referrals. The data generated will be used by commissioners to inform strategy and services.

The charter and dissemination will be accessed by other local authorities and partner organisations.

(101 words)

Part 2: Added Value

In this section, you will be expected to demonstrate why your project is needed. You will need to demonstrate an understanding of the gap in current policy and how your project will fill this gap.

4. **How will this product improve integration services for the end beneficiary. (max 250 words)**

- **Welcome Pathway**
  Beneficiaries will understand rights and responsibilities. They will have a better understanding of how to access community services: libraries, ESOL and other Adult Ed, community centres, policing, etc. Community understanding, cohesion, and community safety for new arrivals will improve.

- **Advocacy & Advice Pathway**
  Will improve the access of beneficiaries to legal advice and casework, improving rights of those eligible and legally in the UK. Rights are a foundational tenet of other integration outcomes including work, study, housing and social independence.

- **Launch of an RMS portal for coordinating referrals**
  Will improve ability to share data and increase the speed and appropriateness of referrals. This will ultimately build trust with beneficiaries who feel they are getting a good service from the project, and help embed the pathways within the sector, safeguarding against future changes. The capacity of the project will increase; more people will benefit. The data generated by the portal will also inform commissioning of future services and funding.

- **Training package for agencies including statutory staff**
  Will increase awareness of migrants' rights and concerns in other agencies, allowing for better support and decision-making, increased awareness of the pathways and referrals into them. Beneficiaries will get the right support / information / advice faster.

- **Early Action Local Government Charter and regional dissemination**
  Will increase strategic and political awareness of the project approach, and act as a blueprint for other councils to build strong partnerships and invest in similar action. The benefits of the project will have legacy beyond that in Birmingham.

(250 words)

Part 3: Efficiency

In this section, you will be required to demonstrate that your project will deliver an achievable and realistic output, whilst maintaining value for money.

This aspect of the application will be assessed using your responses to the questions below, the total core output table overleaf and the Budget Estimate Toolkit which is separate to this form. Please ensure you have completed both forms with the relevant information. Failure to do so may adversely affect the outcome of your application.

You must enter a "total core output". This is the overall objective that you intend to deliver with AMIF Funding.

You will need to submit a quarterly progress report and you must provide key milestones with dates they will be achieved, that you can evidence, to demonstrate to the UKRA that the project is on track to deliver the core output.

> **You will be expected to deliver what you describe by the given date. Failure to do so may result in termination of funding.**

Final Project Output For Product and Roll Out

*Using the SMART principles (Specific, Measurable, Achievable, Realistic and Time-bound), please outline the total core output for the project (max 250 words). This should specify **the product being developed** and **roll out of the product**.*

Within the 18 month project lifetime, Foundation for Integration aims to develop, improve and embed a Welcome Pathway and an Advocacy & Advice Pathway for the benefit of new arrivals including new refugees. The pathways will be optimised through the development of the following product:

- **A secure Referral Management System portal for coordinating and improving referral mechanisms between partners.**

The portal will aid referrals into the project and between partners to better embed the Pathways, and to provide beneficiaries (TCNs and refugees) with a trustworthy service, rather than current experience where many are signposted from pillar to post. In addition, the portal will allow us to pull deep-dive level data to understand, amongst other things: The number of referrals made, the characteristics of people requiring support, the number of external agencies referring into the project, the type of service required, how quickly the TCN / refugee was matched with provision. This information will improve understanding and commissioning approaches to integration services in Birmingham.

In the literature and in local practice, it is accepted that access to rights, entitlements, and information are the foundational tenet of integration. The output of this project is therefore ensuring new arrivals are accessing their rights and entitlements and are aware of their responsibilities in order to become active and contributing members of the community in Birmingham. Directly or indirectly, this will also bring about positive integration outcomes for refugees and other TCNs, including in employment, housing, health and social connections.

(245 words)

DEVELOPMENT PHASE

Date	Measurable key milestone	How this will be measured
31/11/2020	Partnership Agreement in place	Finalised and signed Partnership Agreement
31/12/2020	Project Plan finalised and agreed to include confirmation of outputs and delivery dates.	Project Board agreement of Project plan including project delivery, outcomes and outputs.
31/12/2020	Critical stakeholders engaged	Relevant voluntary and statutory sector stakeholder meetings held and minutes circulated.
31/01/2021	Launch of Delivery: Welcome to Birmingham sessions delivered to refugees and migrants (10 people per session)	Materials and sign-in sheets for first session retained (RMC).

Date	Measurable key milestone	How this will be measured
28/02/2021	Training packages finalised and first sessions delivered to each audience type.	Training materials stored, sign-up and sign-in sheets kept and stored. (CELC, Asirt, BCC)
31/03/2021	Contract awarded for development of Referral Management System portal including finalised contract specifying KPIs and delivery dates.	Awarded and signed contract.
30/04/2021	Local Government Early Action Charter developed and considered by relevant Members.	Cabinet report and Cabinet Member Briefing documents retained and stored (BCC).
30/06/2021	3 consultation sessions with refugees who have been through the asylum process.	Sign-in sheets and feedback captured and retained (RMC and BCC).
30/06/2021	350 households of new refugees / other TCNs supported to move-on from asylum support following a positive decision through initial assessments and actions plans drawn up and operationalised as part of the Welcome Pathway, including: • Document checks • Access to benefits • Access to housing • GP registrations • School registrations • ESOL and Adult Ed enrolment • Job search assistance Identification of and support for vulnerable adults and/or children	Data recorded on shareable FfI casework tracker master (RMC)
31/08/2021	600 hours of 1to1 support delivered to refugees and migrants on an outreach basis across the city	Data recorded on shareable FfI casework tracker master (RMC)
31/08/2021	Support offer to frontline external agencies and frontline workers / advisers established	Receipt of 400 enquiries – calls / emails from external agencies logged (CELC and Asirt).
31/09/2021	Referral Management System portal live	Portal live with functioning URL and log-in details for project partners.
**ROLL OUT PHASE**	
Date	Measurable key milestone	How this will be measured
31/10/2021	First 50 referrals made on the RMS portal	Tracked on portal via data output (BCC).
31/12/2021	First deep-dive portal monitoring report on: The number of referrals made, the characteristics of people requiring support, the number of external agencies referring into the project, the type of	Through data generated by the portal and production of first monitoring report, shared with senior managers and Cabinet Members in the Council (BCC).

	service required, how quickly the TCN / refugee was matched with provision. These reports will continue to be pulled on a quarterly basis for the remainder of the project.	
28/02/2022	Regional dissemination of project learning and the early action approach	In partnership with regional bodies and networks. Meeting agenda and minutes documented and stored (BCC).
31/03/2022	2,500 people in receipt of support through the Advocacy & Advice pathway, including provision of casework	Shareable casework tracker updated (Asirt, RMC, CELC).

5. What documentary evidence will you provide to demonstrate that you have achieved these milestones? (max 250 words)

The project board will meet regularly and will embed the collation of the following in its reporting structures:

Quarterly reports including activity by partner	Monitoring data – mostly quantitative
Case studies to demonstrate impact of partner activities	Impact data – mostly qualitative
Feedback from individual users and stakeholders	Impact data – mostly qualitative
End of project impact report	Impact data – mixed methods
Learning and evaluation from small grant funded projects	Monitoring and impact data – mixed methods
Stakeholders that linked into, raising and referring local issues and opportunities with advice hubs	Impact data – quantitative
Shareable casework tracker data	Monitoring data – mixed methods
Agendas, minutes, sign-in sheets, papers, marketing materials as required	Monitoring data – quantitative

As indicated above, this data will allow for both monitoring and impact data to be collected, and will produce a mixed methods account of activities that have taken place within the project, milestones reached and impact achieved.

We will use this data to generate learning in the following ways:
- Establishing best model and approach for hub-based approach
- Establishing evidence base and data sources to understand scale and scope of impact of migration across housing, health, welfare, education, community safety, ESOL, employment, statutory and voluntary sectors.
- Using this information to inform council strategy and approach to future funding of this work.

(210 words)

Part 4: Effectiveness

In this section, you will be required to demonstrate your ability to run the project.

Staffing and resources

6.   What experience does your organisation and/or project staff have of working on projects/services similar to those in this application? (max 250 words)

Since 2015, Birmingham City Council has an established Refugees & Migration team consisting of 8 full-time staff members. The team sits in Adults Social Care Commissioning as part of the Prevention & Community Assets super-team. Within the team, there is a significant amount of experience and expertise on refugees and migration topics, as well as on Project Management, Project Support and Commissioning. We currently run:

- Syrian Vulnerable Persons Resettlement programme including commissioning of integration services (approx. £9.3 million)
- MiFriendly Cities regional partnership programme promoting integration across jobs, enterprise and active citizenship including access to rights (£425,000 – EU funded)
- Connecting Communities programme improving networks and integration opportunities for Eastern European communities. (£413,013)
- Preventing Crisis Enabling Integration partnership project including elements as the precursor to Foundation for Integration, including the same partner organisations. (£808,927)
- Asylum Move-On project, also including elements as the precursor to FfI, including partner organisations. (approx. £125,000)

In addition, we coordinate the city's Migration Forum (over 200 members) and the council's City of Sanctuary strategy in Birmingham. We report directly to the Cabinet Member for Social Inclusion, Community Safety & Equalities and other Cabinet Members as necessary.

We have a long history of working with the proposed partners as key stakeholders in the sector, and over the last 12 months have worked with them formally in the delivery of the pre-cursors to the FfI project as above.

We have experience of managing EU funded projects including the necessary financial and non-financial reporting requirements and have robust systems in place to support these.

(250 words)

7. Please outline the staffing required for this project. If staff are not currently in post to work on this project, please state how you will ensure the roles are filled and when this will be completed. (max 250 words)

Partner	Staff Required	Currently in Post
Birmingham City Council	Project Manager / Senior Commissioning Officer	Y
	Move-on Liaison Officer	Y
	Neighbourhood Advice & Information Advisors x 2	Y
	Business Support Officer	Y
Refugee & Migrant Centre	Housing Officer	Y
	Caseworker x3	Y
	Advisor x2	Y
	Senior caseworker/Project Manager	Y
	Health caseworker	Y
	ESOL / Employment Tutor	Y
	Volunteers	Y
Central England Law Centre	Solicitor/caseworker/advisors	Y
	Learning & Impact Worker	Y
ASIRT	Case worker	Y
	Senior Case Worker	Y

Please see the budget toolkit for the full list of staff assigned to this project.

You must provide job descriptions for all of the positions listed in question 7 and an organisation chart showing all of the individuals involved in project delivery

Partners

Partners are organisations and institutions that, in conjunction with the lead applicant that submitted the application, participate in designing and implementing project activities, share the relevant tasks and finance. Both the lead applicant and the partners share contractual and financial responsibility for the proper and timely

implementation of the project. The costs partners incur are eligible in the same way as those incurred by the lead applicant.

The eligibility rules applicable to the lead applicant apply exactly the same for all partners involved in the project. All partners are bound by the same rules. We would expect there to be a 'partnership agreement' in place between all partners in a project setting out the roles and responsibilities of each.

However, the lead applicant remains the main point of contact for the UKRA and is responsible for the operational and financial reporting and for providing the necessary information and evidence for the project.

8.   Please list the partners that will be involved in this project. If none, please continue to question 13. (max 250 words)

- **Central England Law Centre**
  Central England Law Centre Ltd was formed after Coventry Law Centre (part of the Law Centres Network) opened an office in Birmingham in 2013. CELC provides free specialist legal advice and representation to people who cannot afford to pay for it in the following areas of social welfare law: Social Care and Health, Welfare Benefits, Housing, Public Law, Debt, Employment, Family, Immigration and Asylum. They also work to increase people's knowledge of legal rights and build confidence and ability to manage day to day issues that have a legal solution, and support other organisations that work with vulnerable people by providing advice, information and training to their staff and volunteers.
- **Refugee Migrant Centre**
  RMC have a team of qualified and experienced caseworkers, accredited with the Office of Immigration Services Commissioner (OISC). RMC's service provides casework, advice and guidance on immigration, housing/homelessness/destitution, welfare, education and health. They also provide English classes, dedicated support with citizenship and employment and run two resettlement schemes for vulnerable Syrian refugees. A total of 40 languages are spoken by staff.
- **ASIRT (Asylum Support & Immigration Resource Team)**
  Asirt is a not-for-profit OISC-registered advocacy organisation working to support asylum-seekers, refugees and other people in the West Midlands who are or have been subject to immigration control. Asirt provides advice and casework on immigration. They work in partnership with statutory and voluntary agencies and run educational awareness-raising talks for schools, colleges, workplaces, community groups and trade unions.

(243 words)

9. **How long you have had a working relationship with the aforementioned partner(s)? (250 words)**

Birmingham has been a voluntary dispersal area since 1999 and since this time has consistently hosted a large asylum seeking population. This coincided with the birth of the asylum and refugee support sector in Birmingham and the surrounding Black Country area, which is now thriving. The partners involved in the bid are established agencies in Birmingham and have a long history of working with the council as important stakeholders and representatives of the sector.

Formally, we have worked in partnership with RMC and Central England Law Centre since 2018 as two of 11 total partners on the MiFriendly Cities project.

We have commissioned services from RMC since 2019, when the Asylum Move-On project launched. The services involved included many elements we wish to build on in the FfI project.

We have worked in partnership with ASIRT, including with CELC and RMC since the start of 2020, as delivery partners on the Preventing Crisis Enabling Integration project. Again, this project includes many elements we wish to further develop in the FfI project.

(171 words)

10. **What role(s) will your partner(s) have on this project? (max 250 words)**

Partner	Delivery
Central England Law Centre	Provision of core Advice & Advocacy Pathway elements: • Specialised immigration advice • Housing and community care support • Training for frontline workers and community networks Provision of core Welcome Pathway elements: • Welfare benefits advice
Refugee Migrant Centre	Provision of core Welcome Pathway elements: • ESOL and employment support • Welcome to Birmingham sessions • Document checks • Access to benefits • Access to housing • GP registrations • School registrations • Identification of and support for vulnerable adults and/or children Provision of core Advice & Advocacy pathway elements: • Housing, homelessness and destitution related matters • Welfare benefits access • 1to1 outreach support • Comprehensive (OISC level 1, 2 & 3) immigration casework
ASIRT	Provision of core Advice & Advocacy pathway elements: • Specialist immigration advice and support to individuals and dependents. • Training on health and homelessness prevention delivered to non-specialist advice agency staff.

11. What role will you have as the lead partner on this project? (max 250 words)

Birmingham City Council will provide overall coordination, management and project governance:

- Promoting project in priority communities, agencies and networks
- Commissioning the development and hosting of the secure Referral Management System portal.
- Support for partners delivering the community-based training and capacity building
- Robust data collection system and contribution to development of evaluation and learning element of project.
- Developing the local government Early Action Charter.
- Regional dissemination to share learning with other local government areas.
- Relationship brokerage with staff in key statutory agencies.
- Overall financial and non-financial reporting responsibilities.
- Using project learning and monitoring and impact data to inform strategic approach to future funding and legacy of the work.

BCC will also be responsible for key delivery elements:
- Information, advice and guidance through Neighbourhood Offices.
- Referrals into project partners through Neighbourhood Offices.
- Conduit for referrals between Home Office providers and Welcome Pathway partners through Asylum Move-On Officer.
- Coordination of BCC service involvement in Welcome Pathway including social care.

BCC's intended outcomes are:

Outcome
Project aims, objectives, outcome and impact are delivered
Changes to the way services are commissioned and delivered to better recognise and support refugee and migrant communities, particularly in the statutory sector
Statutory partners have a better understanding of asylum and immigration issues and how they relate to the services they're responsible for
Increased evidence for business case for future investment in specialist advice for migrants, refugees and asylum seekers

(230 words)

12. How will you monitor and obtain information securely from each of your partner organisations? (max 250 words)

Both precursor projects to the Foundation for Integration project have required the development of secure data sharing pathways. This has been supported by data sharing agreements. These agreements will act as a precedent for the development of a new data sharing agreement to be put in place to govern the information sharing required to complete project objectives.
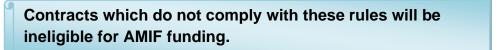
The product we intend to develop and roll-out is a secure Referral Management System portal for use by project partners. This portal will act as a central referral and data collection hub which will manage the referral from start to finish. This element will be commissioned by Birmingham City Council and will be compliant with all data protection and internet security policies and regulations. This will be ensured by Birmingham City Council's legal teams, information & technology teams, and our GDPR experts.

(139 words)

Subcontracting

Please refer to the Call guidance for more information on EU Procurement rules before completing this section.

All projects must ensure that their procurement procedures comply with the rules outlined by the European Commission.

> **Contracts which do not comply with these rules will be ineligible for AMIF funding.**

13.   Will subcontractors be required for this project? Yes
If no, please continue to question 16.

14.   Which element(s) of the project do you intend to subcontract and why? (max 250 words)

We envisage to use a subcontractor to scope, develop, test and roll out the secure Referral Management System portal for the project.

The referral management portal will ensure:
- Necessity – individuals/households are referred as and when necessary, without avoidable delay with all necessary information provided.
- Destination – individuals are referred to the most appropriate partner first time;
- Process – the referral process itself is conducted well
- Outcome & Data – provides a seamless and secure location for all data and reporting information including peer reviews and lessons learnt.

Due to the scope of the portal work it is felt that the necessary skills are not available across the partnership so the partnership would look to subcontract this work subject to necessary procurement process.

(words 119)

15. Have you already procured the subcontract(s) for this project? No
If no, please continue to question 17.

If yes, please refer to the procurement information outlined in the application guidance, then explain how your procurement process complied with these guidelines (max 250 words)

Match-funding

16. Please say who is providing the match funding for this project how much they will provide and outline your contingency plan for the loss of match-funding (max 250 words)

All partners will be providing match funding at a rate of 10% of their portion of the overall budget. We have secured confirmation of this, as well as that match funding is not being sourced through any other EU or EC funds, on the match funding confirmation document also sent with this application.

If our application is successful, we will formalise this commitment from all partners in the Partnership Agreement. This will include a commitment to inform Birmingham City Council as the lead partner of any changes to the match funding position as soon as possible. If any match funding is ultimately withdrawn and not able to be replaced by that partner, we would consider sourcing this elsewhere across the partnership for a fixed period of time while that partner reviews their situation. If their situation cannot be resolved and the amount of match required is too great to be continue to be made up by other partners, the partnership would need to consider that partners' involvement in the project and / or sourcing new, external funding to make up the match. All these decisions would be taken at Project Board with the involvement of all partners and on the advice of Birmingham City Council's Legal and Finance departments. (209 words)

Data Protection and Information Management

Projects and organisations which do not comply with the requirements of the Data Protection Act (DPA) 2018 are ineligible to receive AMIF funding. This applies to all organisations that you share data with and collect data from.

17.   Do you, your partners and sub-contractors agree to comply with the requirements of the DPA 2018 and ensure organisations that you work with on the project agree to comply with the requirements?
- **Yes x**
- **No □**

18.   Please outline how your project and organisation will comply with the DPA 2018 and how you will ensure organisations that you work with on the project agree to comply with the requirements? (max 250 words)

It is envisaged that a DPA audit will be undertaken during the development of the referral management system to ensure that the referral management system is built to comply with the DPA requirements.

In addition, all partners as individual organisations are compliant with the DPA 2018 and have developed their own processes for recording consent, assessing, holding and sharing information as they are responsible for signposting and making referrals on behalf of their clients.

(74 words)

Part 5: Sustainability

Project sustainability is measured by how well the project's actions continue to have a positive benefit *after* the project has concluded.

19. Please outline benefits of this project after its closure. (max 250 words)

A key objective of FfI is to generate a sufficient level of information and data collection to better understand the impact of early action focused initiatives such as this in bringing about better integration outcomes for TCNs and refugees, as well as a cost reduction to statutory services. Our product, the development of the secure Referral Management System portal for secure referrals and data collection, is a crucial part of ensuring we can fulfil this objective.

The information generated through the portal will help Birmingham City Council and other statutory agencies understand how best these services can be secured for the long-term. This activity will take place concurrently with the development of Birmingham City Council's New Communities Integration strategy which will address the legacy commissioning / funding needs arising from the FfI project

Development of the Local Government Early Action charter will ensure the legacy of this project in Birmingham City Council, as we will aim for Full Council to make a commitment to recognising the need for up-stream investments of this nature.

Regional dissemination of the charter will be achieved by working collaboratively with the West Midlands Strategic Migration Partners, hosted by BCC, and will ensure the benefits are extended beyond Birmingham, as well as set the scene for future regional collaboration and partnerships in this area.

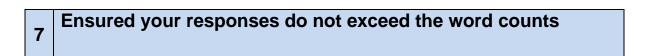(214 words)

Part 6: Checklist

Incomplete applications will not be considered; applicants will receive notification that their applications have been unsuccessful on these grounds.

Applications will not be reviewed prior to the closing date of the Call, irrespective of when they are submitted. You will not have the opportunity to submit any documents once the Call has closed.

Please therefore ensure that you are ready to submit a complete application.

Have you:

1	**Completed all parts of this application form**
2	**Completed all sections and fields of the Budget Estimate Toolkit**
3	**Completed the match-funding template on letterheaded paper with the signature of a Finance Director/Manager from that organisation**
4	**Provided the last 2 years of accounts from your organisation and partner organisations** **PLEASE NOTE: We have been unable to supply this in the timeframe, due to significant reduced capacity in Finance teams in the lead organisation due to the Covid-19 crisis. We are happy and able to provide these records at a later point if you would like us to and/or if we are selected to progress our application.**
5	**Completed the partnership declaration template(s) if applicable**
6	**Completed the Organisation Information Form for lead and partner organisations**

7	**Ensured your responses do not exceed the word counts**

Part 7: Declaration

This declaration must be signed by the Finance Director/Manager and Legal Signatory in your organisation.

We, the undersigned, apply for a grant under the European Asylum, Migration and Integration Fund (AMIF) in respect of the project described in this application.

We declare that all the information provided within this application is true and complete to the best of my knowledge and belief and we understand that any funding paid in respect of the project may be withdrawn if any of the information provided in this application is untrue. We acknowledge that any funds awarded must be used for the purpose(s) stated.

Finance Director/Manager Signature:

Name:
Rebecca Hellard – Director of Finance, Birmingham City Council

Date: 06/05/2020

Legal Signatory Signature:

Name:
Kalvinder Kohli – Head of Service, Adults Social Care Commissioning, Birmingham City Council

Date: 06/05/2020

Part 8: Match-Funding Template

Using letter-headed paper, please submit the template outlined below with this application as evidence of Match Funding. Please ensure you have entered the relevant details below. If you are receiving match funding from other sources please list all organisations and the amount they have committed.

AMIF UK Responsible Authority
7th Floor Southern House
Wellesley Grove
Croydon
CR0 1XG

(Date)

(Title of the Project)

I confirm that (organisation names) agrees to provide match-funding for the above named AMIF project as follows:

- List organisations - Up to GBP £(XXXXXXX.XX)

for the period (dd/month/yyyy) to (dd/month/yyyy)

equal to 25% of total overall project costs as set out in the application for AMIF funding.

I confirm that this match funding does not come from any other EU/EC source.

Yours sincerely

Signed (Legal Signatory)

Date: (dd/month/yyyy)

Part 9: Partnership Declaration Template

Using letter-headed paper, <u>each partner</u> in the project must complete this declaration. Please ensure you have entered the relevant details below. This must be signed by the person with legal responsibility to make a partnership agreement.

AMIF UK Responsible Authority
7th Floor Southern House
Wellesley Grove
Croydon
CR0 1XG

(Date)

(Title of the Project)

(Name of the organisation proposing this project (the lead partner))
(Full Legal Name of associate partner organisation)
(Address of associate partner organisation)
(Telephone number of associate partner organisation)

(Role, contribution, activities of the partner organisation in the project)
(max 250 words)

(Name of Person responsible for participation in project)
(Function in the organisation)

I, the undersigned, declare that I have read the entire project proposal contained within this application, discussed it with the co-ordinator and given my agreement to it. On behalf of the associate partner organisation, I undertake to perform the role allocated and according to the work plan and timetable of the project.

Signature: (Authorised signatory of the partner organisation)

Title:
Name and Surname:
Position in associate partner organisation:
Date: dd/month/yyyy