



Guidance: COVID-19 assessment of anticipated need for eligible Domestic Abuse and Sexual Violence Support Services from November 2020 to 31 March 2021

1. The Ministry of Justice is asking PCCs to undertake an assessment of need for local Domestic Abuse and Sexual Violence support services to establish ongoing and additional future needs anticipated in the continuing response to and recovery from the COVID-19 pandemic. Organisations **should not** plan for any increased funding as a result of this assessment process.
2. All PCCs are being asked to submit a pro-forma summarising the anticipated needs and related costs of eligible Domestic Abuse and Sexual Violence support services for the period **1 November 2020 to 31 March 2021**.
3. The completed pro-forma and submit to Julia.Clough@westyorkshire.pcc.pnn.gov.uk **no later than 12noon on Monday 21st September 2020**.
4. Your assessment will contribute to a better understanding of the needs of local Domestic Abuse and Sexual Violence support services over the coming six months. **Your assessment must consider whether the needs identified can be met through existing funding.**

Q. What should be included in the assessment?

- A. We would like to understand the additional operational demands organisations may face in responding to the COVID-19 pandemic over the coming six months. This may include costs related to:
- a. The continuing adaptation of services to deliver remote and face-to-face support;
 - b. Responding to anticipated increases in demand as restrictions are lifted or indeed further local measures imposed;
 - c. Additional expenditure on staffing (e.g. increased hours, clinical supervision, short-term contracts, training);
 - d. Additional expenditure on necessary hardware/software or PPE (where not covered by existing COVID-19 extraordinary grants).

It is anticipated that any new estimates of need will remain proportionate to those submitted by organisations to the MoJ earlier in the year. This does not prevent costs being updated as necessary.

Q. What shouldn't be included in the assessment?

- A. Costs relating to campaigning or lobbying activities, loan repayments, profit-making activities, capital works (e.g. building repairs), and income should not be included in your assessment.

Q. What supporting evidence do I need to provide for this assessment?

- A. You will be expected to provide sufficient supporting evidence within the proforma to demonstrate the need you have identified. As an indication, this could include information such as data on demand for services (through number of referrals, waiting lists, and caseloads), evidence of the impact of changed working practices on your operating costs, ongoing staffing needs, or evidence of gaps in provision resulting from the pandemic.

Q. Why does the assessment period cover November 2020 to March 2021?

- A. We are focusing the assessment of anticipated need on the period between November and March as the original assessments undertaken during lockdown covered the period up to 31 October. The information you provide in the assessment will not impact on existing funding if the organisation opted for a grant extension to 31 March 2021.

September 2020