

Question Reference	Question	Answer
CQ1	If you don't have or can provide audited accounts for the last 2 financial years or an income-expenditure statement for two years if you were established after April 20221 and unincorporated, can you still apply for the WCS Advocacy support fund?	<p>From the information provided your organisation would not meet the eligibility rules in relation to registered charities or unincorporated charities, community organisations, community interest companies and companies with a charitable purpose. However, you could look to apply as a consortium or partnership. On this the eligibility criteria is : Consortiums or partnerships</p> <p>You can work with other organisations on a project and apply as a group. There is no limit on the number of organisations that can be involved in a consortium.</p> <p>You can apply if you have:</p> <ul style="list-style-type: none"> • A lead organisation that meets one of the above criteria for eligibility. • Details of the lead organisation and how it is structured. • Details of partners you plan to work with and their role in your project. <p>Audited accounts will need to be provided for the lead organisation. Any funding awarded will be paid directly to the lead organisation.</p>
CQ2	We are a Legal Advice Clinic within Leicester University and a registered charity. I wanted to know what governing document is required as set out in the guidance (page 7) and whether the standard published accounts will be acceptable (We have applied for the Windrush Community Engagement fund previously and these were acceptable for that application).	As per the guidance for applicants on page 7, for registered charities you must provide audited accounts for the last 2 financial years or an income expenditure statement for two years if you were established after April 2022.

CQ3	How can meetings with prospective applicants be delivered i.e face-to-face, virtual meetings or over the phone?	Advocacy organisations have the flexibility to administer support with potential claimants through appropriate methods. Face to face, virtual meetings or phone calls can all be used to deliver support.
CQ4	Based on our previous experience, due to poor mobility and fear of crowds, can travel expenses be claimed to assist these types of applicants?	Travel expenses are not included within the eligible expenditure of the grant fund.
CQ5	Is there a limitation on distance for those hard to reach applicants who through word of mouth wish to complete their application form with us but will require travel assistance/expenses?	There is no limitation on distance as to who can be provided with advocacy support. We would encourage advocates to consider the use of virtual meetings and phone calls where appropriate. Travel expenses are not included within the eligible expenditure of the grant fund.
CQ6	Please can you advise if the sharing of information between both parties (mindful of data protection) will be set up by the HO i.e. a portal for us to upload documentations?	No sensitive information will be shared between the advocates and the Home Office in relation to potential claimants. As per the eligibility criteria for Year One, organisations must have secure systems in place to ensure claimants data is securely stored, saved and destroyed (evidence of successful organisation's privacy policy will be required).
CQ7	Can I have the minutes from the meeting please? Or will there be future meetings on the same subject?	Unfortunately, we are unable to hold further information sessions. All information including that discussed at the information sessions, and the slides used, can be found at the following link - Windrush Compensation Advocacy Support Fund 2025-26 - GOV-UK Find a grant.
CQ8	I missed the Virtual information sessions. Is there away I can access the recording?	Unfortunately, we are unable to share the recording of the information sessions. All information including that discussed at the information sessions, and the slides used, can be found at the following link -

		Windrush Compensation Advocacy Support Fund 2025-26 - GOV-UK Find a grant.
CQ9	I did not receive the information regarding the fund until today. Can you let me know what we can do to access more information please?	All information including that discussed at the information sessions, and the slides used, can be found at the following link - Windrush Compensation Advocacy Support Fund 2025-26 - GOV-UK Find a grant.
CQ10	Can the time and costs of an existing full-time employee who is already heading an established Windrush project and carrying out community outreach work be claimed for?	All expenses claimed must be incurred in delivering the purpose of the WCASF, as set out in the draft grant agreement. Further information on eligible expenditure can be found within the guidance for applicants and the draft grant agreement, located in the supporting information tab here - Windrush Compensation Advocacy Support Fund 2025-26 - GOV-UK Find a grant
CQ11	Sent after information sessions: I would like to apply to be part of the Virtual Information session for the above.	Unfortunately, we are unable to hold further information sessions. All information including that discussed at the information sessions, and the slides used, can be found at the following link - Windrush Compensation Advocacy Support Fund 2025-26 - GOV-UK Find a grant.
CQ13	Please confirm if an organisation based in one area (region) can deliver the services in another area (region)	The WCASF competition is open nationally to established organisations who are based in the UK and are already providing a Windrush Compensation advocacy service within the community. Advocates are required to have infrastructure and community links already in place, to support people to make viable and eligible claims. Outside of the above, there are no specific restrictions in regards the areas in which an organisation must be based in order to apply for WCASF funding and no restrictions

		on the area the services are delivered. All application responses will be evaluated in line with the published criteria.
CQ14	Can the meetings with applicants be conducted: Zoom, face-to-face, over the phone, in the office or at the applicant's home?	Advocacy organisations have the flexibility to administer support with potential claimants through appropriate methods. It is for the Advocate to decide on the most appropriate means to deliver the required support services.
CQ15	What aftercare can be offered to advocacy officers?	We appreciate Advocates may need support if they are listening to difficult or traumatic accounts. Question 5.4 of the application form requires organisations to detail the support that they will put in place for their staff in advocacy roles. It is for the Advocacy organisation to determine the aftercare offer available.
CQ16	Can we claim if a claimant, does not attend a booked appointment and what is the procedure?	Staffing costs can be claimed for actual hours spent supporting potential claimants with the aim of submitting a viable claim to the Windrush Compensation Scheme. If a claimant fails to attend a booked appointment, and the allocated time was not then utilised to deliver against objectives as set out in the draft grant agreement, then this time cannot be claimed for.
CQ17	Will the claim form be sent out to applicants by the HO, or will we have to obtain them from the HO, and have the forms changed in any way?	Claim forms are available to both Advocates and claimants online here - https://www.gov.uk/apply-windrush-compensation-scheme/how-to-claim The forms are updated from time to time to make sure they are as simple as possible so please ensure you check online and use the correct version.

CQ18	Are Advocates responsible for assessing an initial enquiry to determine if the claimant qualifies?	The role of the Advocate is to support potential claimants to articulate their story with the aim of submitting a viable and eligible claim to the Windrush Compensation Scheme. Advocates are expected required to have a solid understanding of Windrush Compensation Scheme rules, guidance and processes. Formal training will not be provided, although we will deliver an overview session. Success criteria for year 1 includes the percentage of viable and eligible claims submitted and this is how organisational performance will be assessed against this metric.
CQ19	In relation to the submission of attachments. Applicants are reminded to refer to the Guidance for Applicants document - specifically Section 5 paragraph 9 - Please note any attachments requested must be submitted with the question number clearly marked.	In relation to the submission of attachments. Applicants are reminded to refer to the Guidance for Applicants document - specifically Section 5 paragraph 9 - Please note any attachments requested must be submitted with the question number clearly marked.
CQ20	Is there a limit in the documents we upload on the portal?	The limit to the number of documents which can be uploaded on the 'Find a Grant' platform is 5.
CQ21	Is there a section to include information deemed relevant to the application (e.g. a cover letter)	Question numbers 3.12 and 3.13 require applicants to provide a summary of their organisation main aims and purpose and previous experience of working with the Home Office. In order to maintain the timeline for evaluation, award and service delivery, there is no additional provision within the application process to provide supplementary information.

CQ22	<p>Can the funding cover Advocates time to prepare for information events within the £35,000 bracket of funding? If so, is there a cap on this? (and related costs such as refreshments etc)</p>	<p>The main purpose of the WCASF is to provide practical and advocacy support to potential claimants to the Windrush Compensation Scheme who may need additional help with the application process. The Authority recognises some limited time to prepare for marketing events - in connection to WCASF only - may be needed but the expectation would be that any materials produced would be reused for future events. The main focus must be on providing support to potential claimants. Please refer to the Eligible Expenditure and Limitations of Funding Use in the Grant Agreement in addition to section 9 of the Guidance for Applicants for further examples of the Hours and Administrative costs expenditure types.</p>
CQ23	<p>Can the funding cover Advocates time to create, connect with public figures (and such like) and share marketing materials and communications campaigns within the £35,000 bracket of funding? If so, is there a cap on this?</p>	<p>The main purpose of the WCASF is to provide practical and advocacy support to potential claimants to the Windrush Compensation Scheme who may need additional help with the application process. The Authority recognises some limited time to prepare for marketing events - in connection to WCASF only - may be needed but the expectation would be that any materials produced would be reused for future events. The main focus must be on providing support to potential claimants. The eligibility criteria, for Year 1 requires organisations to be already offering Windrush Compensation Advocacy Support with established links in the community, the Authority would expect connections to already be in place. Please refer to the Eligible Expenditure and Limitations of Funding Use in the Grant</p>

		Agreement in addition to section 9 of the Guidance for Applicants for further examples of the Hours and Administrative costs expenditure types.
CQ24	Can the time spent with potential claimants to go through the eligibility and the application process be claimed, even if the potential claimant decides not to go ahead and submit a claim or we discover they are not eligible? If so, is there a cap on this?	The time spent supporting a potential claimant, even if this does not result in a viable claim being submitted to WCS, can still be claimed for. There is no cap on this, but the WCASF team will discuss the reasons why any claims were not submitted during the monthly check-in meetings, so detailed records will need to be kept.