



**Ministry of Housing,
Communities &
Local Government**

**Hong Kong British National (Overseas) [BN(O)] UK Welcome
Programme**

**Guidance for Local Authorities (England) on provision of targeted
support (English for Speakers of Other Languages (ESOL) and/or
destitution support to BN(O) status holders**

July 2021

Contents

About this guidance	3
Introduction	4
Scope of the Fund	6
Who can Local Authorities support with this funding?	6
How much funding will be provided to local authorities?	7
How will the grant be provided?	8
Data Protection	9
Subsidy control	9
English Language provision for BN(O) status holders and their dependants	10
Eligibility for English language provision	12
Additional costs	13
Funding and claims process	13
Support to Alleviate Destitution for BN(O) Status Holders	15
Eligibility criteria for destitution support	16
Funding and claims process	17

About this guidance

1. This guidance is issued by the Secretary of State for Housing, Communities and Local Government to Local Authorities in England and is intended to support local authorities to access funding to support BN(O) status holders and their families to integrate into UK society and to provide local authorities with resources to reduce service pressures for those BN(O) status holders who require additional English for Speakers of Other Languages (ESOL) and/or destitution support.
2. This guidance takes effect from July 2021. This reflects the aims and desired outcomes of the recently launched welcome programme known as 'the Hong Kong UK Welcome Programme' ['the Welcome Programme'] to support positive integration of BN(O) status holders and their families who have chosen to settle in the UK.
3. Local authority enquiries on funding should be addressed to: hongkong@communities.gov.uk. Local authorities seeking information about the wider welcome programme should refer to the Government's website: <https://www.gov.uk/government/collections/hong-kong-uk-welcome-programme>

Introduction

4. A new immigration route opened on 31 January 2021, providing Hong Kong British National (Overseas) “(BN(O))” status holders and their dependants with the opportunity to come to the UK to live, study and work, on a pathway to citizenship.
5. This new route reflects the UK’s historic and moral commitment to those people of Hong Kong who chose to retain their ties to the UK by taking up BN(O) status at the point of Hong Kong’s handover to China in 1997.
6. This is an unprecedented offer following China’s passing of the National Security Law. This new law significantly impacts the rights and freedoms of the people of Hong Kong. Since the situation that BN(O) status holders find themselves in has changed, it is right that their rights and entitlements in the UK change too. This is a generous offer we are making to BN(O) status holders and their dependants, who in turn will be expected to be self-sufficient and contribute to UK society.
7. The route is open to an estimated 5.4 million people – c.2.9 million Hong Kong residents and a further c.2.5 million dependants. With the current political uncertainty, the decision to move to the UK will be a difficult one for many BN(O) status holders and their families and will mean huge changes to their lives.
8. We are unable to carry out research with BN(O) status holders in Hong Kong to better understand the demand and the characteristics of those seeking to move to the UK under this route. However, current modelling suggests only a small proportion of BN(O) status holders will choose to move to the UK through the new route. The Foreign Commonwealth and Development Office (FCDO) and Home Office assumptions are that 123,000 people will arrive in the first year, rising to between 258,000 and 405,000 in the next 5 years.
9. The Ministry for Housing, Communities and Local Government (MHCLG) is leading delivery of a **£43.1 million** HMG funded national ‘Welcome Programme’ to support BN(O) status holders and their eligible family members to help them successfully settle in their new communities.
10. The Welcome Programme has the following elements:
 - **English language and destitution support:** funding is available for local authorities to support BN(O) status holders and their family members in need and has also provided to deliver similar activity in Scotland, Wales and Northern Ireland.
 - **An online resource** providing all those on the BN(O) route with information, (also translated into Cantonese) on how to access services and understand life in the UK. Similar resources are being produced in Northern Ireland, Scotland and Wales.

- **12 new Welcome Hubs**, across the whole of the UK, to prepare for the arrival of BN(O) status holders and their families, ensuring they have their own ‘welcome’ in place and local areas have capacity to integrate the new arrivals into communities. This is using the existing infrastructure of the Strategic Migration Partnerships.
- **National and Regional Voluntary, Community and Social Enterprise (VCSE) funds** to bolster community led activities, from befriending to employability support.
- As part of the national VCSE fund, MHCLG in collaboration with the Department for Education (DfE), will develop **dedicated Hong Kong educational resources for schools** so that they can teach young people about our historic connection and commitment to Hong Kong and its people, and celebrate the contribution of the Hong Kong-British Diaspora to the UK.
- Funding is also being provided to deliver a **hate crime reporting service** in English and Cantonese for Hong Kong BN(O)s and people of East and South-East Asian descent, to deliver hate crime reporting services and a hate crime helpline and website.

11. The aims of the ‘Welcome Programme’ are to:

- Enable BN(O) status holders and their families to fully contribute to life in the UK, both economically and socially, enriching our society.
- Provide support to both resident communities and BN(O) status holders and their families to feel safe and welcome, as well as ensuring any hate crime is tackled in a timely way.
- Allow BN(O) status holders and their families to feel fully part of British society, able to mix confidently with people of all backgrounds and provide a positive contribution to the UK and the areas in which they settle.
- Ensure that any instances of destitution and underemployment in the BN(O) status holder cohort is minimised and addressed through effective support.

12. MHCLG has delivered several successful resettlement and integration programmes. The knowledge, experience and learning from these programmes demonstrate the need for early integration and engagement at local level and within communities. This approach seeks to reduce acute pressures on public services – particularly those linked to destitution – and aims to ensure BN(O) status holders and their families thrive in the UK.

13. The Home Office retains responsibility for the immigration route and other government departments remain responsible for policy areas within their remit.

Scope of the fund

14. The aim of the English language and destitution support element of the Welcome Programme is to:

- Provide local authorities with the funding to offer English language classes for that BN(O) status holders and their families who require support to learn English or improve their English language ability.
 - Provide local authorities with funding to ensure support can be provided to BN(O) status holders and any dependants who are destitute or at risk of destitution.
15. We expect local authorities to support BN(O) status holders and their family members by exhausting all available options in a way that builds upon existing provision, where available, and to work collaboratively with the regional Hong Kong UK Welcome Hubs.

Who can Local Authorities support with this funding?

16. BN(O) status is a form of British nationality created for people from Hong Kong, who were able to apply for the status for a period of 10 years prior to the handover of Hong Kong to China on 1 July 1997. Since 1 February 2021, BN(O) status holders have been able to apply for visas through this route, allowing them and their families, including their children and some adult dependants, to live, work and study in the UK on a pathway to settlement.
17. Those granted 'Leave Outside the Rules' (LOTR) are also eligible to apply for the BN(O) visa in country.¹
18. The funding available through this package of support is intended to support those who have a BN(O) visa, either as a BN(O) status holder or as a dependant. This will exclude Hongkongers who are present, or come to the UK, through other immigration routes, such as through the points-based system, the youth mobility scheme, student visas or as a visitor. Some Hongkongers may also choose to seek asylum in the UK, and individuals in these circumstances will also be ineligible for support through this funding.
19. Local authorities will need to satisfy themselves that those who they are supporting through this funding are on the BN(O) route. Proof of immigration status can be evidenced by the BN(O) status holder or their eligible family member by showing their Biometric Residence Permit (BRP) or, if they applied for the BN(O) visa using the 'UK Immigration: ID check' smartphone application, they can prove their status online.

How much funding will be provided to local authorities?

20. **£30.7 million** is available to local authorities in England in 2021/22 to provide targeted support to BN(O) status holders and their dependants who need additional ESOL and/or destitution support.

¹ 'Leave Outside the Rules' will be granted until 23:59 on 19 July 2021.

21. The funding can be claimed by all county councils, unitary authorities, London boroughs and metropolitan boroughs. Where lower tier councils are providing some elements of the support, they will need to agree arrangements for claiming the funding with the local upper tier authority, while ensuring that the limits for English language and destitution support are not exceeded.
22. This is a targeted intervention for which the following funding has been agreed:
 - **£14.7 million** is available at up to **£800 per adult** to support access to English language classes for BN(O) status holders.
 - **£16 million** is available at up to **£2,720 per BN(O) household** for destitution support.
23. This funding (as detailed above) is intended to meet the costs that are incurred by local authorities in providing support to meet the needs of BN(O) status holders and their dependants, including increased demand on local authority frontline staff in handling queries and liaison with the Department on finance and reporting. Details should be included on the claim form.
24. The available funding is based on current estimates on demand and will be kept under review. As part of this review, if the available funding is oversubscribed, and additional funds cannot be made available, MHCLG reserves the right to reduce the maximum amount that can be paid on each claim.
25. The current programme is based on the modelling outlined in paragraph 8 and assumptions on the number of BN(O) status holders and their family members that will require support with ESOL, and those at risk of destitution. To aid forward planning and forecasting, we will ask local authorities to provide any information that they have on anticipated future claims.
26. We are also working closely with the Welcome Hubs on the gathering and sharing of information to feed into our understanding of how many BN(O) status holders and their dependants are in the UK, where they have chosen to settle and what their needs are. Working across government a centrally produced data dashboard is also in production and will look to provide some of this information. This information will also be considered as part of the review referred to above.
27. The availability of funding in 2022/23 and beyond will be determined as part of the forthcoming Spending Review process, when data on the needs and characteristics of those on the BN(O) route are better understood.
28. It is important that MHCLG and partners across Government work together to understand any themes, innovation or good practice emerging that could help inform policy developments in this space. In addition to evidencing claims, which will provide monitoring data as to how many individuals have been supported through the scheme and providing forecasts based on contact with

BN(O) status holders, we will ask local authorities to complete a light-touch appraisal of the impact of the support this fund has provided. We would also expect that any local authority receiving this funding would contribute to best practice or similar learning / knowledge sharing exercises.

How will the grant be provided?

29. In line with the eligibility criteria and subject to the limits set out in this guidance, MHCLG will reimburse local authorities for the cost of providing ESOL and destitution support to BN(O) status holders and their dependants. This funding will be available in arrears on a quarterly basis following submission of the claim form available at **Annex A**. MHCLG have developed a template which local authorities may wish to use to gather individual level data for their own internal purposes and to support them with the completion of the claim form – please email HongKong@communities.gov.uk if you would like a copy of this template..
30. Claims will be made through the DELTA system (the online system that is provided by MHCLG to facilitate the collection of statistical data and the administration of grant applications)². Completed claim forms should be submitted on a quarterly basis within seven working days of the end of the quarter. The first claim should be submitted by 11 October 2021 for claims that become eligible by 30 September 2021. Subsequent claims should be submitted every quarter.
31. For English language support, claims for any costs incurred up to the £800 limit for each learner should be submitted for the quarter in which the English language class was completed.
32. For destitution support, claims should be submitted for the quarter in which the ‘no recourse to public funds’ (NRPF) condition has been lifted or the limit of £2,720 for the household has been reached, whichever comes first.
33. DELTA requires that claims are certified by the local authority’s Section 151 Officer.
34. Funding will be paid through the DELTA system using Section 31 of the Local Government Act 2003.

² Information on DELTA can be found at <https://delta.communities.gov.uk/about-delta>

Data Protection

35. Participating local authorities will be responsible for ensuring all data pertaining to BN(O) status holders through the scheme is collected, controlled and retained in compliance with all applicable data protection and privacy legislation in force from time to time in the UK, including Regulation (EU) 2016/679 as it forms part of the law of England and Wales, Scotland and Northern Ireland by virtue of Section 3 of the European Union (Withdrawal) Act 2018.

Subsidy control

36. Participating local authorities will be responsible for ensuring all elements of the scheme are provided in accordance with the UK's international obligations in respect of subsidies (as amended from time to time).

English language provision for BN(O) status holders and their dependants

37. Speaking and understanding English enables people to integrate into life in the UK, supporting their ability to find employment, improving their employment prospects, accessing and making good use of local services, or becoming part of community life and making friendships with people from different backgrounds. With improved levels of English, people will be less vulnerable to isolation and loneliness and can build their confidence to speak up for themselves.
38. English language support is being prioritised as a key element of the Welcome Programme, as English language skills have a direct link to employability. The Casey Review³ highlighted that a lack of English skills presents a clear barrier to social and economic mobility – going for a job interview, writing a letter to a bank or understanding the country you live in.
39. Funding for ESOL support builds upon evidence of good practice from previous MHCLG funded integration and English language programmes which demonstrate that improved English language provision within a community context can have a significant positive impact on an individual's ability to participate in local community activities and access services, contributing to social cohesion, reducing community tensions and improving neighbourliness.
40. The purpose of the funding is to provide language training to ensure that BN(O) status holders and their adult family members achieve the level of proficiency needed to function in their everyday life, including in the workplace if they are seeking employment.
41. Currently BN(O) status holders are not eligible for Adult Education Budget (AEB) funding during the first three years of residency in the UK. However, funding provided through this Programme is available for local authorities to assist BN(O) status holders to access free English language courses. This may be through topping up existing under-subscribed courses or through procuring new provision. Local authorities may use this funding to engage those on the BN(O) route who want to learn English.
42. The ambition is for local authorities making claims for this funding to build upon existing ESOL infrastructure in place within their local area - through collaborating and working with community groups and ESOL providers already established within their local area to help address the potential demand from those on the BN(O) route taking into account individual circumstances.

³ Department for Communities and Local Government (2016) The Casey Review: a review into opportunity and integration

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/575973/The_Casey_Review_Report.pdf

43. Where existing provision is not sufficient to meet local need, we would encourage local authorities to consider what they can do to boost provision. This could include working collaboratively across boundaries or in conjunction with the Welcome Hub network to take advantage of available provision, or to procure new provision where required. Additionally, local authorities may wish to connect with their regional SMP ESOL coordinator for support and advice on ESOL.
44. The funding allocated to deliver ESOL provision is a part of a broader range of support that is being made available as part of the 'Welcome Programme'. There may be further scope for VCSE organisations to bid into the national and regional funding streams to deliver targeted English language support. In addition, a small amount of money may also be available through the Welcome Hubs to fund ESOL initiatives at a micro level, if required.
45. We estimate that the proportion of BN(O) status holders who are unable to speak English ranges between 8 and 33 per cent⁴. As a result of this wide-ranging estimate, the funding allocated to support English language provision will cover up to 16.5 per cent of BN(O) status holders, arranged by local authorities to address the immediate needs of BN(O) status holders to access the most appropriate type of provision, this could be formal or informal English language classes and to fill gaps in current provision where there is a limited offer.
46. We recognise that BN(O) status holders and their adult family members are a diverse group of learners, with differing levels of English proficiency and needs that is why we are not specifying the types of course, levels and the mix of accredited and non-accredited provision that should be offered. Local authorities working with local organisations/providers will need to effectively identify individuals' language requirements and be responsive to meet these needs through the most appropriate delivery mechanism. Some BN(O) status holders and their family members may also choose to opt to self-fund language tuition, either in whole or in part, to top-up eligible provision beyond the limit, in which case further funding may not be needed by local authorities.
47. MHCLG has not specified the 'number of hours' per learner needed to allow flexibility to tailor provision to individual needs. Local authorities should use their discretion to decide on the appropriate hours of learning for any type of language provision.

⁴ This data is from the 2016 Hong Kong census - <https://www.byccensus2016.gov.hk/en/bc-index.html>

For the purposes of this guidance, '**formal language classes**' means the provision of ESOL courses that, where possible, should lead to the BN(O) status holder to attain accredited qualifications from a provider regulated by an appropriate national body.

'**Informal language classes**' are characterised as those that that will be community-led, take place in any location, may or may not have a pre-set curriculum and will usually be provided in a structured or semi-structured way, delivered by a range of people, including volunteers. It can include confidence building, active citizenship and other leisure or community activities.

48. Local authorities have extensive experience in delivering provision locally and work with a range of different types of organisations that provide both formal and informal language classes reaching a range of target groups. It is recognised that partnerships and collaborations will be essential in delivering valuable language services to BN(O) status holders and their family members. We know these organisations will often need confirmation of funding in advance in order to plan delivery. Local authorities will be able to provide funding upfront from their own resources and then claim back costs, subject to the conditions set out in this guidance.

Eligibility for English language provision

49. The funding is for adult BN(O) status holders and family members over the age of 19 who have been assessed as requiring support to learn or to improve their English language skills, as per the eligibility criteria set out in paragraphs 16 to 19 of this guidance.

50. This funding does not cover the costs of providing English language provision for under-16s, as local authorities have a statutory duty to provide sufficient school places for children of school age (5-16 years old).

51. Where a school age child requires English language support, this will be provided by schools – with funding through the National Funding Formula for schools, which includes an English as an additional language (EAL) component. The EAL factor is the means through which state-funded schools in England are allocated additional funding for pupils who are recorded in the school census as having entered state education in England during the last three years, and whose first language is not English. The funding equates to £550 per eligible primary pupil and £1,485 per eligible secondary pupil in 2021-22. Schools have flexibility over how they use their overall funding to support EAL pupils in developing proficiency in English, as they are best placed to understand and respond to the specific needs of their pupils.

52. Children of BN(O) status holders who are aged, 16,17 and 18 coming to UK with a right to reside in UK would be eligible under paragraph 40 of the ESFA funding regulations⁵. It will be for individual educational institutions to assess the needs of each student when deciding on an appropriate course of study, and those with lower prior English language skills/attainment should expect to be placed on study programmes that concentrate on need to achieve expected base levels in English, and mathematics where needed.

Additional costs

53. We understand that some individuals face barriers in participating in learning, such as caring or childcare responsibilities. Where a learner requires creche/childcare provision, local authorities should consider practical solutions supporting learners. Where possible support should be provided as part of the provision and additional costs may be reclaimed, subject to the cap limit per learner. Further information is required as part of the claim form.

54. Local authorities and ESOL providers have needed to reconsider how learning is delivered during the pandemic. Many are embracing digital technology and providing learning resources online. If provision of digital equipment to individuals is necessary to providing the required support, then local authorities may reclaim any related costs; however, the limit for each learner is still applicable and should ensure that any learning plus any additional resources provided do not exceed the limit.

Funding and claims process

55. Where a local authority has provided English language classes, a claim can be made up to the limit of £800 for each eligible adult (using the claim form found at **Annex A**) where the evidence shows that:

- an English language class has been undertaken and completed by the BN(O) status holder and/or any adult dependants.
- a formal accredited language class has been undertaken where an initial assessment of the level of competency has been completed and an examination has been taken at the end of the course. This may be evidenced by an official certificate, or examination results slip from the exam board.
- a formal, non-accredited language class has been undertaken, where initial assessment of the level of competency has been completed.

⁵ ESFA funded adult education budget (AEB): funding and performance management rules 2020 to 2021, available at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/987632/16_to_19_funding_guidance_Regulations_2021_to_2022-final.pdf

Completion may be evidenced by an official letter from the provider confirming attendance, level, start and end dates and total hours.

- an informal English language class has been undertaken, evidenced by an official letter from the provider confirming attendance, start and end dates and total hours.

56. Local authorities submitting a claim for eligible adults will need to ensure that any costs reclaimed up to the limit per learner reflects the actual cost of the type of provision being provided. Claims are limited to one course per person for this financial year to ensure a fair distribution of funds.

57. Whilst there is no requirement for submission of detailed costings, the local authority must be able to provide the costs for individual cases and will, if required, be expected to justify, explain and evidence costs claimed for.

Support to Alleviate Destitution for BN(O) Status Holders

58. The destitution element of this funding has been made available to help local authorities provide a safety net for BN(O) status holders and their families where they are destitute, or at risk of destitution, whilst they are awaiting a decision from the Home Office on a 'Change of Conditions' application for the removal of the 'No Recourse to Public Funds' (NRPF) condition.
59. It will be for each local authority to decide what assistance can be provided to BN(O) status holders and their families based upon an individual assessment of a person or household's status, circumstances and support needs. Where a local authority considers that assistance is appropriate, the local authority should satisfy itself that it is acting within the law.
60. In July 2020, the Home Office set out in their initial policy statement that BN(O) status holders should be able to demonstrate self-sufficiency for a period of six months as a prerequisite to the visa being granted. This is long-standing policy designed to limit state support for economic migrants. As a result, the grant of the BN(O) visa comes with the condition of NRPF attached. In practical terms, this means that BN(O) status holders and their families will not have access to welfare benefits or housing support, for example - social housing and homelessness support or Job Centre Plus services.
61. For those BN(O) status holders who become destitute, or are facing the risk of imminent destitution, returning to Hong Kong is unlikely to be a viable option. The immigration rules have been changed to allow BN(O) status holders and their family members who become destitute, or are at risk of destitution, to apply to have the NRPF condition lifted via a 'Change of Conditions' application to the Home Office.⁶ If this application is approved, this would then mean that the household will be able to access income-related benefits and public services, such as Universal Credit and other housing support. MHCLG has made changes to eligibility regulations to ensure that BN(O) status holders who have their NRPF condition lifted are also able to access homelessness assistance and local authority allocated social housing.
62. We have referred above to assumptions on the number of Hong Kong BN(O) status holders who will come to the UK using this immigration route. We have further estimated that of the BN(O) cohort, 3.6 per cent of households could become destitute and require high level support - with a range of between 2,400 and 15,000 people in the first 5 years; however, current assumptions are that the number of people requiring this type of support would be at the lower end of this scale.

⁶ <https://www.gov.uk/government/publications/statement-of-changes-to-the-immigration-rules-hc-1248-4-march-2021>

Eligibility criteria for destitution support

63. Local authorities can claim for the costs of providing support to a person with BN(O) status (and any dependants) where they have seen evidence that they are destitute or at risk of destitution, considering the eligibility criteria set out at paragraphs 16 to 19 of this guidance. The funding is available whether the support is provided on a statutory or non-statutory basis.
64. Where a BN(O) status holder approaches their local authority for support before applying for a change of conditions, they should be encouraged to make the application as soon as reasonably practicable. Dependants on the BN(O) route can also apply for a change of conditions separately to the lead BN(O) applicant and they should also be encouraged to make an application as soon as possible.
65. Initial support from the local authority can be provided immediately, if required; however, the Change of Conditions application to lift NRPF status must be made prior to the local authority submitting a claim to MHCLG. The costs of providing support to the status holder and their household can be met until the NRPF condition has been lifted or the upper limit of £2,720 per household has been reached, if this comes first. The claim should be made after the first of these dates. Only one destitution claim may be made for each household.
66. MHCLG is not seeking to prescribe the types of evidence that the local authority should request from the BN(O) status holder or their family members when completing a destitution assessment. We would expect the local authority to use the experience they have in undertaking such assessments. The claim form for this funding asks the local authority to confirm that it has seen evidence that individual, or household, is:
- destitute, or
 - at risk of imminent destitution, or
 - that their income is not sufficient to meet a child's particular and essential additional needs, or
 - that they are faced with exceptional financial circumstances.
67. In all cases, we would expect local authorities to consider an applicant's circumstances, including how these may have changed, based on the information and evidence they have provided, to determine whether they are or would otherwise be destitute, or whether there are particularly compelling reasons relating to the welfare of a child of a parent in receipt of a very low income or other exceptional circumstances. It is important to remember that the BN(O) status holder may not have access to all the evidence that you would normally expect to see, therefore we would encourage local authorities to take a flexible approach to the evidence requested.

Funding and claims process

68. Consistent with the ESOL element of the funding, as there is some uncertainty as to where BN(O) status holders and their family members will settle on arrival or how many will need destitution support, it is appropriate that payments for this element of the funding are also made retrospectively. Where a local authority has provided destitution support it can claim by completing the claim form, found at **Annex A**. The claim form asks for a breakdown of the assistance that has been provided for the BN(O) and their household.
69. A payment of up to £2,720 per household will be paid for each BN(O) status holder's household for whom the local authority has provided support because they are destitute or at risk of destitution, provided the BN(O) status holder or eligible family member has applied to have the NRPF condition on the visa lifted by the time the claim is made.

ANNEX A: Hong Kong British Nationals (Overseas) [BN(O)] UK Welcome Programme - ESOL and/or destitution claim form

Please note that the final version of this form will be made available through the DELTA system for the submission of claims. This version is included to give local authorities an idea of the information they will be asked to provide. It is subject to change.

A. About this form

This form should be used for local authorities to claim a payment for providing ESOL and/or destitution support to BN(O) status holders and their family members. Please refer to the Guidance document for further information.

The funding can be claimed by all county councils, unitary authorities, London boroughs and metropolitan boroughs. Where lower tier councils are providing some elements of the support, they will need to agree arrangements for claiming the funding with the local upper tier authority, while ensuring that the limits for English language and destitution support are not exceeded.

INFORMATION HANDLING

Local authorities should not include any personal data that would identify recipients of their support.

SCOPE AND USE

This form is designed to collect information from local authorities on the following support that they have provided for BN(O) status holders and their family members:

- English language classes for those BN(O) status holders who require support to learn English, or improve their English language ability; and,
- Support for BN(O) status holders who are destitute or at risk of destitution. Local authorities can claim for the costs of providing support to a person with Hong Kong BN(O) status and any dependants that make up a household where they have seen evidence that the criteria listed in the funding guidance have been met and that an application has been made for the lifting of the NRPF condition.

B. Local Area Information

Local Authority Name:

C. Lead Contact Details

Please include the details of the Local Authority officer responsible for completing this form and single point of contact for MHCLG. The contact included here should be able to answer any questions about the claim.

Name

Role

Email Address

Telephone Number

D. Accountability

You must confirm that this claim has been authorised by the Section 151 Officer. Any submission without this authorisation will not be considered by MHCLG.

Section 151 Officer name:

Date approved by Section 151 Officer:

Please state period covered:	
<i>Please use financial year quarters. Quarter 1 = 1 Apr – 30 Jun, Quarter 2 = 1 Jul -30 Sept, Quarter 3 = 1 Oct – 31 Dec, Quarter 4 = 1 Jan 1 – 31 Mar</i>	
<i>A 'adult learner' is defined as an individual over the age of 19.</i>	
<i>A 'household' is a case of one parent or two parents over the age of 18, and their dependants.</i>	

E. Request for Support – ESOL

Total number of adult learners accessing ESOL as a result of this funding:

Please provide a breakdown of the number of adults and the actual costs being claimed as a total:

Type of provision	Accredited		Non-accredited		Additional costs			Total spend (£)
	No. of learners	Cost per head	No. of learners	Cost per head	Creche/childcare provided?	Digital support provided	Admin costs (where applicable)	
Pre-Entry								
Entry 1								
Entry 2								
Entry 3								
Level 1								
Level 2								
Unknown/None/Mixed level								

Please insert the demographic information for the total number of adult learners accessing ESOL as a result of this funding:

AGE	SEX	Length of time in UK	Disability
19-24	Male	0 - 6months	Yes
25-44	Female	6 - 12 months	No
45-64	Other	1 – 2 years	Prefer not to say
65+	Prefer not to say	More than 2 years	Unknown
	Unknown		
Total			

F. Request for Support – Destitution

Local authorities can claim for the costs of providing support to a person with BN(O) status and any dependants who are on the BN(O) route where they have seen evidence of destitution or risk of destitution and that an application has been made for the lifting of the NRPF condition.

Claims should be submitted for the claim period during which a decision is reached on the NRPF application or the upper limit of £2,720 per household has been reached, if this comes first. This will mean that claims for one household should not be made in different claim periods.

Housing Support

Number of BN(O) households who have received support with securing accommodation, including interim or temporary accommodation, during this period:

Total cost of providing support with accommodation (£):

Number of BN(O) households given other housing related support or information e.g. advocacy, advice on tenant's rights during this period:

Total cost of providing this support (£):

Please insert the demographic information for the total number of individuals that make up the household receiving support with accommodation:

AGE	SEX	Length of time in UK	Disability
19-24	Male	0 - 6months	Yes
25-44	Female	6 - 12 months	No
45-64	Other	1 – 2 years	Prefer not to say
65+	Prefer not to say	More than 2 years	Unknown
	Unknown		
Total			

Interpretation Support

Number of BN(O) households who have received support with face-to-face or telephone interpretation during this period:

Total cost of providing this support (£):

Translation Support

Number of BN(O) households who have received support with document translation during this period:

Total cost of providing this support (£):

Please insert the demographic information for the total number of individuals that make up the household accessing interpretation and/or translation services during this period:

AGE	SEX	Length of time in UK	Disability
19-24	Male	0 - 6months	Yes
25-44	Female	6 - 12 months	No
45-64	Other	1 – 2 years	Prefer not to say
65+	Prefer not to say	More than 2 years	Unknown
	Unknown		
Total			

Other Support Costs

Number of BN(O) households who have received support from other services during this period that is required because they are destitute or are facing the risk of imminent destitution:

What types of support are included in this part of the claim (*please provide a breakdown*):

Total cost of providing this support, including the costs of the destitution assessment where appropriate (£):

Please insert the demographic information for the total number of individuals that make up the household receiving support from other services during this period:

AGE	SEX	Length of time in UK	Disability
19-24	Male	0 - 6months	Yes
25-44	Female	6 - 12 months	No
45-64	Other	1 – 2 years	Prefer not to say
65+	Prefer not to say	More than 2 years	Unknown
	Unknown		
Total			

Total number of BN(O) households covered by this destitution claim (where a household appears in more than one of the categories above, they should only be counted once for this reply):

Total amount requested for providing destitution support (as the total amount that can be claimed for each household is capped at £2,720, the total amount that can be claimed is likely to be less than the sum of the categories above) (£):

Please use this space for any additional comments: