

Commonweal Housing in partnership with [Partner Organisation]

- **Feasibility Study to establish [brief overview]**
 - **E.g. What is the question you are seeking to answer with this feasibility study / potential pilot project?**
 - **e.g. How the provision of housing and relevant support services to X cohort at Y point in their journey will positively impact [outcomes / life chances / state spending]**
- **What is the hypothesis that will be tested by a pilot project**
- **Feasibility Study Start Date**
- **Feasibility Study Expected Completion Date**

[Date]

[Version]

Part 1: Introduction - who you are and what you do, your experience in this field and any experience of housing management

- Organisational experience in the relevant sector
- Organisational experience of housing management
- Where would the organisation need to upskill or increase capacity to run any housing based project?

Part 2: The injustice you are seeking to address, and the need for your solution in your location

- Outline the suggested scale of the issue, nationally or locally if a more locally focussed proposal
- Outline the project model in 2-3 sentences
- What are the gaps in the current housing pathways for this cohort?
- What are the barriers/gaps within the current homelessness guidance for this cohort?

Part 3: Outline the clear proposed model for tackling the injustice identified, addressing;

- **The operating model** E.g. the housing you would need, the operational structure needed, numbers of staff
- **The support model.** E.g. how staff would manage housing and offer support to tenants
- How many properties will be needed?
- What level of specialist support would be required to support this group?
- Clearly identify how proposed staffing levels are sufficient for the client group you are proposing to work with
- A hypothesis for how any proposed solution would address the identified injustice
- What other organisations will be involved in delivering / operating your possible pilot project?
- How will risk and relapse be managed within the model?

Part 4: What are the Impacts any project could/would deliver

- Impacts individuals in the project
- Wider project level impacts
- What qualitative and quantitative method should be used to assess the effectiveness of the housing intervention?

Part 5: What learning could be gained from an evaluation of a pilot project?

- What is the key project hypothesis
- What key questions would an evaluation address?
- What learning do you expect any project evaluation to capture? What is the key issue or issues being tested by the pilot?
- Who would be interested in this learning – what impact could it have?

Part 6: Fully costed budget / business case setting out clearly;

- Expected operating project income
- Expected operating project costs
- Expected operating surplus/deficit
- Detailed funding streams
- Capital required to purchase properties

To be attached as Appendix 1, provided

Part 7: Notes to the figures in Part 5 explaining how you arrived at them

- Include rationale for any estimates
- Include clarity and assurance around any income streams

Part 8: Clear conclusion on the feasibility of the idea and the next steps required to make pilot project a reality

- Would a property based pilot project be manageable for your organisation?
- Where would the organisation need to upskill or increase capacity to run any pilot project
- Could it be financially viable as per parts 5 and 6
- Will it deliver the impacts you need it to?

Part 9: Governance Requirements

- confirmation of senior management (including where appropriate Board level awareness of this proposal) buy in and commitment
- organisational structure
- charitable reserves,
- main risks identified of carrying out a property-based pilot