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Award

Administration of the Windrush Day Grant Scheme

Ministry of Housing, Communities & Local Government

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-035486

Procurement identifier (OCID): ocds-h6vhtk-05037a ([view related notices](#))

Published 26 June 2025, 3:33pm

Scope

Reference

CPD4126211

Description

The Ministry of Housing, Communities and Local Government (MHCLG) is seeking to contract a supplier to manage the Windrush Day Grant Scheme for up to five Grant Funding Cycles.

The Supplier will deliver the Windrush Day Grant Scheme in partnership with MHCLG and the stakeholder Grant Panel over five phases including:

Phase 1 - Preparation (pre-application window)

To open the application window for the Windrush Day Grant Scheme for at least eight weeks in length, including setting up and managing a mailbox for applicants to submit forms and make enquiries. To respond to enquiries about the grant scheme.

Phase 2 - Promotion (during application window)

To promote the scheme widely throughout England through, for example, social media channels and other relevant online platforms and newsletters. Focus on reaching areas with large populations of people from British Caribbean backgrounds, in particular.

Phase 3 - Assessment and moderation (post-application window)

The supplier is expected to undertake assessment of bids in accordance with the Government's Code of Conduct for Recipients of Government Grants.

Phase 4 - Grantee Project Support

To support delivery of individual projects funded under the Windrush Day Grant Scheme, including liaising with project leads on budgets and delivery plans. To respond to queries that the projects may have throughout the delivery period.

Phase 5 - Evaluation (post-project completion)

The evaluation seeks to monitor the activities of Windrush Day Grant Scheme funded projects. It is made up of an interim evaluation, that is expected to be completed in October,

which evaluates the progress of the Windrush Day Grant Scheme, and a final evaluation, released in January, that evaluates the impact of the scheme post-project completion. The interim evaluation would draw on monthly reports and participant survey data from around 12 projects to assess progress at an interim stage. The final evaluation would draw on data from grant recipients, project participants, and qualitative data from a few projects. It also should make summary observations and recommendations to inform future implementation of the scheme.

Throughout the delivery period the supplier is expected:

- To manage responses to external correspondence relating to the Windrush Day Grant Scheme from members of the public and interested organisations in addition to the correspondence specified at each phase of work. To provide lines, when requested, to feed into MHCLG briefings for ministers and senior officials.
- To agree and monitor the timely delivery of key milestones set out below. To provide monthly summary reports to MHCLG against key milestones, including progress, key activities, any risks or changes to delivery and a summary of correspondence received and responses delivered.
- To attend meeting with the stakeholder Grant Panel as and when required. When attendance is required, MHCLG will give the supplier at least 5 working days' notice.

- To perform ad hoc administrative tasks as and when required.
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Contract 1

Supplier

- THE CHURCH URBAN FUND

Contract value

- £561,678.15 excluding VAT
- £674,013.78 including VAT

Above the relevant threshold

Award decision date

26 June 2025

Date assessment summaries were sent to tenderers

26 June 2025

Standstill period

- End: 7 July 2025

- 8 working days

Earliest date the contract will be signed

1 August 2025

Contract dates (estimated)

- 31 August 2025 to 31 August 2028
- Possible extension to 31 August 2030
- 5 years, 1 day

Description of possible extension:

The contract will be for an initial period of 3 years, where 1 year is

defined as one Windrush Day Grant Scheme Funding Cycle. There will be the option to extend this contract in yearly increments (+1+1) representing up to two additional Windrush Day Grant

Funding Cycles (this is subject to ministerial approval,

approval from HMT and the suppliers performance in years 1, 2 and 3)

Main procurement category

Services

CPV classifications

- 75100000 - Administration services

Contract locations

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Information about tenders

- 2 tenders received
- 2 tenders assessed in the final stage:
 - 2 submitted by small and medium-sized enterprises (SME)
 - 1 submitted by voluntary, community and social enterprises (VCSE)
- 1 supplier awarded contracts
- 1 supplier unsuccessful (details included for contracts over £5 million)

Procedure

Procedure type

Open procedure

Supplier

THE CHURCH URBAN FUND

- Companies House: 02138994
- Public Procurement Organisation Number: PDBV-6371-WGPM

The Foundry

London

SE11 5RR

United Kingdom

Email: tenders@cuf.org.uk

Website: <https://www.near-neighbours.org.uk/>

Region: UKI45 - Lambeth

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): Yes

Supported employment provider: No

Public service mutual: No

Contract 1

Contracting authority

Ministry of Housing, Communities & Local Government

- Public Procurement Organisation Number: PWCX-8281-CLPR

2 Marsham Street

London United Kingdom

SW1P 4DF

United Kingdom

Email: commercial@communities.gov.uk

Region: UKI32 - Westminster

Organisation type: Public authority - central government