

Department of Health & Wellbeing

Commissioning and Contracting
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Date: 30 October 2020

Dear Provider

Occupancy Support Scheme

Throughout the pandemic Bradford Council has recognised the significant pressures faced by Care Homes in particular as a result of the Covid-19 pandemic and have made financial support to provider, through additional contingency payment and the voids grants scheme.

We are aware that for some homes, occupancy levels remain a significant issue due to fewer placements being made.

To support the on-going sustainability of the Care Home market, we are now launching an Occupancy Support Scheme to fund homes to a minimum occupancy level of 75% for a 24 week period (5 October 2020 – 28 March 2021).

If occupancy in your home falls below 75% in any week during this period the Council will make-up the difference between your actual occupancy rate and 75% occupancy at a grant payment of £540 per week per bed.

There will be six claim periods, and you will be required to complete an application for the support within one week of the end of the claim period:

Period	Claim dates	Deadline for Application
1	05/10/2020 to 01/11/2020	08/11/2020
2	02/11/2020 to 29/11/2020	06/12/2020
3	30/11/2020 to 27/12/2020	03/01/2021
4	28/12/2020 to 24/01/2021	31/01/2021
5	25/01/2021 to 21/02/2021	28/02/2021
6	22/02/2021 to 28/03/2021	04/04/2021

(Please note: the final claim period is for 5 weeks)

The application for the first claim period is attached along with guidance on how to complete the form. Please read the guidance carefully before submitting your application. Recording incorrect information may invalidate your claim. If you have any questions about the claim, please email commissioninginbox@bradford.gov.uk.

Future applications will be available on the [Provider Zone](#), along with deadlines for the claims.

We thank you again for your continued cooperation in these challenging times, helping us to ensure Service Users in the Bradford District receive the care and support they require.

Yours sincerely

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'J. Wood'.

Jane Wood

Assistant Director – Commissioning & Integration