

# South Derbyshire Health and Wellbeing Grants and Small Grants

South Derbyshire CVS manages the small grant funding pot available to local voluntary, community and not-for-profit groups which help to improve health & wellbeing and improve mental health & wellbeing. The funding is provided by DCC Public Health Locality Funding

Name of Grant	<b>Small Grants</b>
How much is it for?	<b>Up to £1,500</b>
Aims of the grant?	<p><b>For projects or activities anywhere in South Derbyshire that:</b></p> <p><b>Reduce health inequalities</b> between different communities; this means giving everyone the same opportunities to lead a healthy life, no matter where they live or who they are</p> <p><b>Support people to live healthy lives*</b> including physical and mental wellbeing for example the Five Ways to Wellbeing (Connect, Be Active, Take Notice, Keep Learning and Give). These activities are simple things individuals can do in their everyday lives which have been proven to help improve people's mental and physical wellbeing.</p> <p><b>Support people with dementia</b> to have a good quality of life, retain their independence for as long as possible, and receive the support they need</p> <p><b>Support people with other long-term conditions and their carers</b> to have a good quality of life, retain their independence for as long as possible, and receive the support they need</p> <p><b>Enable Children &amp; Young People to start well</b></p> <p>* If you have ticked the support people to live healthy lives priority and your application is successful, we advise you to attend (or have attended) a Mental Health Awareness/Mental First Aid training session <a href="#">Mental health training - Derbyshire County Council</a></p>

Who can apply?	<p>Applications are welcome from community groups, voluntary organisations, charities, Community Interest Companies or other not-for-profit organisations delivering services in South Derbyshire, who have:</p> <ul style="list-style-type: none"> <li>• A Constitution, Memorandum and Articles of Association or set of working rules which clearly states the aims of the group/organisation.</li> <li>• A management committee comprising of at least <b>three</b> unrelated people.</li> <li>• CIC's will need to provide details of how their constitution prevents funds being removed from the organisation (asset lock). <b>We cannot accept applications from CIC's limited by shares.</b></li> <li>• A bank account in the name of the group, with at least <b>two</b> unrelated signatories, or be connected with an organisation which is willing to take responsibility for your project and.</li> <li>• Appropriate safeguarding policies and procedures (for projects involving vulnerable adults, children or young people).</li> <li>• A set of annual accounts or a predicted income/expenses</li> <li>• Adequate insurance for the group or activity (public liability insurance in the name of the group, plus employer's liability if you have staff/volunteers), as well as the relevant policies associated with running the group or activity. If a third party has said they will ensure your project, we will need to see written confirmation of this before any award can be made.</li> <li>• Evidence of costings</li> </ul>
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What <b>can</b> be funded?	<p><b>Any costs directly involved in making your project or activities happen, including:</b></p> <ul style="list-style-type: none"> <li>• Direct staff costs: e.g. a sessional worker for an existing/established group to deliver an activity may be considered. The cost of employing someone to deliver the activity will not be considered.</li> <li>• Small pieces of equipment</li> <li>• Activity costs</li> <li>• Hiring a venue</li> <li>• Volunteer expenses</li> <li>• Training – staff and volunteers, training fees</li> <li>• Capital costs (up to a maximum of £600): e.g. Collectively up to £600 may be considered. Singular items, to be no higher than £600.00</li> </ul>
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<p><b>What we cannot fund</b></p>	<ul style="list-style-type: none"> <li>• One-off events or outings (unless you can demonstrate the activity will make a real difference, e.g., training for members that will have a long-term benefit)</li> <li>• Ongoing cost of salaries/other running costs not directly related to your project.</li> <li>• Promoting religious or political beliefs</li> <li>• Any costs associated with buying or developing land or buildings</li> <li>• Projects outside South Derbyshire</li> <li>• Projects where not all funding required is secured</li> <li>• Projects not directly supporting South Derbyshire residents</li> <li>• Retrospective costs – things that have already been paid for or projects that have already taken place</li> <li>• Core school activities or activities associated with Pre-schools or children's nurseries</li> </ul> <p><b>As part of our commitment to promoting health and wellbeing, we are unable to fund any activities that involve or constitute gambling. This includes, but is not limited to:</b></p> <ul style="list-style-type: none"> <li>• Games of chance (e.g. bingo, raffles, lotteries)</li> <li>• Betting or wagering</li> <li>• Casino-style events or similar activities</li> </ul> <p>We encourage applicants to design activities that are inclusive, safe, and supportive of positive health outcomes. If you're unsure whether a proposed activity may fall under this exclusion, please contact us for guidance before submitting your application.</p> <p><b>Grants cannot be awarded to:</b></p> <ul style="list-style-type: none"> <li>• Profit-making organisations.</li> <li>• Individuals (but a group of individuals can form a group to take up a grant).</li> </ul> <p><b>Please note, if you have been successful in applying to the fund, you will not be eligible to apply for a further 24 months from date of receiving funds.</b></p> <p><b>A further application after this time cannot be a continuous element of the activity, it has to be significantly different or a new project.</b></p>
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## HOW TO APPLY

Please read the information below to help you complete your application form.

If you need help, please contact South Derbyshire CVS Community Development team at [communitydevelopment@sdcvs.org.uk](mailto:communitydevelopment@sdcvs.org.uk)

The Community Development team do not decide who gets a grant, so they can help and support you to write a successful application.

## GUIDANCE ON COMPLETING YOUR APPLICATION

### ABOUT YOUR ORGANISATION

#### ➤ **Applicant Details**

This should be the legal name of your organisation and contact details of the person responsible for making the application so that we can contact them if we have any questions. We ask that you send a copy of your governing document (such as a constitution) with your application, and a recent (3 months old) bank statement as evidence of your group's legal identity.

#### ➤ **Type of Organisation**

This should reflect the type of organisation you are and must include your registration number.

#### ➤ **What does your organisation do and who does it support**

Tell us, in your own words, what your organisation does and who it supports, including any specific groups of people you work with. It would be helpful if you can also give us an indication of the number of people supported directly in the past 12 months. Please also tell us about the main projects, activities, or services you provide on a regular basis, how long you have been providing these and whether you have any plans to change these in the next 12 months.

### PROJECT DETAILS

#### ➤ **Project start and end dates** - Please tell us when you hope to start and finish the project.

#### ➤ **Name of your project** – Tell us what you want your project or activity to be called.

#### ➤ **Please tell us about the project activities, services you are asking us to fund.**

Please tell us if the project, activities or service you are asking us to fund is new or existing. If you are applying for the costs of a project or service, tell us what this will involve, where and how often it will take place, who will deliver the work and who and how many will participate/benefit directly from the work. **This is an important question. We need you to tell us how your project matches our grant funding criteria of enabling children & young people to start well.**

#### ➤ **How do you know there is a need for this project?** - What evidence have you got to show that there is a need for this project or activity? Have you discussed your plans with the community you plan to help? If so, please provide details of this. Examples of finding out what communities want include questionnaires, informal consultations at local events, chats on social media, having community members on your committee etc.

➤ **How have you involved the people you support in the development and planning of this project.** Examples of this might include gathering feedback through regular chats with the people you support, in person or on social media, to gain their views; using surveys to gather feedback and acting on this; including those you support on your Board, on steering groups or as volunteers.

➤ **What outcomes/differences do you hope your work will contribute to for the people you support?**

We want our funding to help children and young people in South Derbyshire to start well. To help us achieve this, we need to understand what differences our funding is helping to make for individuals, families and/or communities. These differences are sometimes called outcomes or impact. We are interested to know generally what differences your work will help to make for the people you support.

**What will happen as a result of your project? – who will benefit and how will they benefit?**

As a result of your project or activities .... what will change for these people? E.g., *we will run a monthly craft group for men who live alone or have caring responsibilities. As a result, they will be less socially isolated through taking part in positive activities and the chance to make friends with other men in a similar position.*

➤ **How will you know if you are making those differences?**

We want to know what monitoring and evaluation plans you have in place which will help you to understand what differences your work is contributing to for individuals, families and/or communities, and what is leading to those differences. The information you gather should include a mixture of numbers and stories and might involve carrying out surveys, interviews, observations, or any other way that you think will show what differences your work has helped to make. If your application is successful, we will ask you to include this information in your End of Year reports. We also hope that you will use the information you gather to make continuous improvements to your work and ensure you are having the biggest impact that you can.

**We need to know:**

- How you will record and report on the numbers of people you are helping (e.g. signing in or attendance sheets).
- How you will evidence and tell us about the difference that you make to people's lives (e.g. case studies, questionnaires or surveys)
- How you will review and report on progress (e.g. who will be responsible for planning the work, making it happen and how will your committee or managers check how it is progressing?).

## **BUDGET**

Grants are available up to £1,500 for a Small Grant. We will need a breakdown of what the grant will pay for and how much each item will cost. Evidence of costings will need to be submitted in your application.

➤ **Will the grant be used with other funding?**

Have you applied for other grant/s to fund your idea?

Do you already have some or all of the funding you need?

➤ **How might the project continue after the funding has been spent?**

We want to know what will happen to your project or activity after the grant is spent. Will your project continue? If so, what plans do you have to make sure that this is possible (for example, asking service users to pay, fundraising activities or applying elsewhere for funding)

## I'VE SENT IN MY APPLICATION - WHAT HAPPENS NEXT?

We will contact you within 1 week to let you know that we've received your application. Applications will be assessed at the next quarterly panel meeting; we will contact you to tell you the result of your application within 10 days of the meeting. If your application is not successful, we will, if you wish, give you feedback on the reason for this.

If successful, we will need to have all consents required for the grant to proceed we will then agree with you how and when the grant will be paid, and any conditions of the grant - for example, how often you will be expected to report back to us on progress, and what evidence we will need.

**You agree to maintain full and proper insurance policies relevant to the grant activity and provide evidence of such insurance on request.**

**You agree to obtain approval for spending changes prior to any change.**

**You agree to publicise that the grant is from Derbyshire County council.**

All project funding will need to be spent within 12 months (unless agreed differently with South Derbyshire CVS).

**As part of the reporting requirements, you will need to submit an end of project report within 12 months of receiving the funding in addition to any other conditional reporting already agreed. We reserve the right to reclaim any grant awarded if monitoring is not received and you will not be eligible to apply in future.**

## CONTACT US

We encourage you to talk to us before you make an application. If you need any help or advice, or would just like to discuss your idea, we are happy to help.

**For any support that you may need please contact [communitydevelopment@sdcvs.org.uk](mailto:communitydevelopment@sdcvs.org.uk)**