

Community Health and Wellbeing Action Fund

2024/ 2025

Community Health and Wellbeing Action Fund – Prospectus

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Introduction

Please note that this prospectus, and the grants it relates to is specifically aimed at health, wellbeing and social care activity relating to adults. It is not for general local provision of community development, advice and guidance or other areas of work.

The Community Health and Wellbeing Action (CHWA) fund is a small grant scheme open to applications from VCSE (Voluntary, Community and Social Enterprise) sector working in the area of adult health and wellbeing.

Residents of South Gloucestershire benefit from and contribute to an active and vibrant community and voluntary sector. South Gloucestershire's VCSE sector is an integral building block in enabling people to live as well as possible in local communities.

The sector's connection and knowledge of their local neighbourhoods gives it an ability to respond to varying needs and demands from the community. This is vital to ensure all our residents can feel safe, well and have a sense of belonging.

This Fund is intended to promote and nurture innovation in the VCSE sector, exploring new ways to enhance quality of life for people living with long term health conditions and to connect them with their communities.

This new grant programme will also help us to reduce inequality by supporting and working with vulnerable and isolated communities and individuals.

What do we mean by the VCSE sector?

The VCSE sector are organisations and groups that work for social purposes rather than profit. They include those that are both formally and informally constituted. Some, as social enterprises, trade goods and services with any revenue reinvested in its business or community they serve. Across the area, there are many active, small organisations. This local support is key to enabling local people to be as independent as possible, in their own community. Some are registered charities, some work on a volunteer-only basis while others could have £1m-plus turnover, own buildings and land, and employ many paid staff. They all use a mixture of donations, volunteering, grants, sponsorship, sales and/or contracts to deliver services for public benefit.

Whilst there are some VCSE organisations who employ staff and work on a range of funding streams and contracts, many are small organisations, based on peer support or volunteers, or representing people who have experienced issues associated with health and wellbeing challenges.

Funding

The budget for the CHWA fund for 2024/2025 is £189,000. Whilst the scheme has been agreed for at least 3 years, the amount available per annum is subject to change. There is no guarantee that the same (or any) budget provision will be

available after the 2026/27 financial year and it is subject to the council's annual budget decisions.

Applicants can apply for any amount up to £20,000 per project, per year. This means that an organisation may submit more than one application, as long as the activity is different for each project. It's important to note that the funding pot is limited and unlikely that the council will fund for more than one project per organisation. Therefore, please highlight which application would be your priority.

The programme will offer:

- Smaller grants of up to £10,000 for one year to support smaller activities/services and encourage new initiatives to start.
- Slightly larger grants over £10,000 for up to two years to support activities and services across South Gloucestershire.

The application process

By being non-prescriptive in our approach, applicants can describe how a small grant, perhaps together with other funding, can contribute to needs or work set out in the South Gloucestershire Council Plan or other priorities. Or they may want to ask for a contribution to work that they have identified based on their own experience locally that will help address issues set out as priorities.

Key Criteria for applicants

- Applicants must sit within the VCSE sector as described in the introduction
- All applicants must be registered with the council's grant online system before the application window closes on 30 April 2024. Check this page [Registration for community grants](#) and the [Grants registration guidance](#) for instructions on how to do this.
- The grant must be used to support people from at least one of the following priority groups:
 - Physical/neuro disability, including stroke
 - Perinatal mental health
 - Carers support
 - People who have experienced trauma
 - People living with HIV
 - Older People
 - People living with dementia
 - Black, Asian and Minority Ethnic Communities

The fund must be used to achieve at least one of the following outcomes for people:

- Targeted services or support aimed at addressing loneliness and isolation amongst our older population and/or with long-term health conditions, or other needs in our priority groups. Addressing barriers or supporting people to overcome barriers in making connections within their communities to live well and enjoy life, maintaining and improving their emotional wellbeing.

- Peer support and community capacity building (NB starting things off or building on things in local communities)
- New ways to involve people who have personal experience of the priority groups (as listed above), so that they can help influence services and plan new ones by working with the council and other partners.
- Supporting and promoting age-friendly communities, services and activities enabling individuals to age well and live a happy, fulfilled life.

We will consider grant applications that address the needs of specific disadvantaged groups within the priority groups above.

Organisations that were previously funded under BCSC, who are putting forward grant bids that will support their longer-term sustainability or support their innovation, will be considered alongside new proposals.

- Applicants will also be required to supply evidence of the following policies:
 - Up to date Safeguarding Policy, general Health and Safety Policy or risk register
 - Data Sharing Policy and Procedure
 - Equalities Policy for staff and volunteers
 - Climate change commitments (not essential – please supply if you have one)
 - Confirmation of DBS checks for staff and volunteers if the organisation works with vulnerable adults

Where these are not in place, e.g. where it is a new informal group, we may agree funding, dependant on officers working with the group to identify and develop the required policies and ensure the group are aware of their responsibilities. It is acceptable for the policies to be relevant and proportionate to the type of group/ activity.

There will be an application form to complete which will be reviewed and awards decided by a panel of Senior Managers and representatives from the VCSE sector.

The list below sets out the essential criteria that all applicants must demonstrate how they meet through their statement in number 2.4 of the application form.

Organisations then have the freedom to evidence any of the desirable criteria appropriate to their service. This is not a necessity for those applying for less than £10,000 but can be included if it supports the application and is within the 1000-word limit.

If the application is for £10,000+ there will be an expectation to demonstrate 2 or more of the desirable criteria, as well as a possible meeting with the panel if the first stage application is shortlisted.

Essential for all applicants:

- We expect all grant applications to consider equalities and how people from disadvantaged equalities communities will be included. Applications will show

how you will take active steps to promote the inclusion of people with protected characteristics, equality groups, carers and vulnerable groups.

- Be able to demonstrate plans for delivering effective and well led services/activities. Please explain how you will know the project is having a positive impact on the people and/or communities you are supporting.
- Be able to demonstrate how quickly the services/activities will be able to delivered.
- Demonstrate value for money and if you have a plan in place to continue the project after the grant funding has been spent.
- Be able to demonstrate how you will work with other organisations and stakeholders.

Desirable criteria (for applications over £10k you must select at least two of the following)

- Engage people with lived experience to support service design and, where possible, deliver services directly.
- Demonstrate robust monitoring and evaluation of activities.
- Explain how this grant funding will support the organisation to bring other funding into South Gloucestershire and demonstrate the impact.
- Evidence how you will deliver a strengths and asset based approach. Please see the explanation of this below
- Demonstrate how your organisation meets or is working towards the Keep It Local principles. There is a list of these below.

Strength and asset based approach

The Care Act 2014 requires councils to ‘consider a person’s own strengths and capabilities, and what support might be available from their wider support network or within the community to help’ in considering ‘what else other than the provision of care and support might assist the person in meeting the outcomes they want to achieve’. Strengths-based practice is therefore a collaborative approach between the person supported by services and those supporting them, allowing them to work together to determine an outcome that draws on the person’s strengths and assets.ⁱ

Keep It Local

South Gloucestershire Council is committed to supporting the national campaign called Keep It Local, it is a partnership with the Voluntary Community and Social Enterprise sector to identify better ways to deliver services to improve the lives of local people.

There are six ‘Keep It Local principles’ which will help guide our work with our VCSE partners and will be taken into account when making award decisions:

1. Think about the whole system, not individual service silos
2. Co-ordinate services at the neighbourhood level
3. Increase local spend to invest in the local economy

4. Focus on early intervention now to save costs tomorrow
5. Commit to your community and proactively support local organisations
6. Commission services simply and collaboratively so they are 'local by default'

Payment

Grant payments will be made in full in advance of the project starting. If the money is match-funding for a larger project, proof of availability of the other funding must be supplied by the applicant to the Grants Team in advance of the award release.

Any unspent CHWA funds are repayable to the council. It is not permissible to carry forward uncommitted CHWA amounts into the next financial year, without the council's agreement.

Monitoring requirements

Monitoring will be proportionate to the amount awarded and is essential for the council to measure the impact of the funding. The council will supply a monitoring template at the start of the contract. Below is an outline of what will be required:

	Small Grant Up to £3,000 per annum	Small Grant (Up to £10,000)	Larger Grant (£10,000-£20,000)
Monitoring Objectives	No objectives	Yes, monitoring objectives required	Yes, monitoring objectives required
Frequency of monitoring	Annual	Annual	6 monthly
Criteria	<p>Light touch annual questionnaire asking for confirmation of spend in line with grant conditions this will include some basic evidence such as numbers supported, amount spent and impact.</p> <p>Equalities information – how this is being used to improve the service for all members of the community.</p>	<p>Agreement on what the grant is aiming to achieve and outcomes. An annual monitoring review meeting will be required.</p> <p>Equalities information – how this is being used to improve the service for all members of the community.</p> <p>Case studies</p>	<p>Outcomes agreed at start of Service Level Agreement and evidenced in End of Year report. An annual monitoring review meeting will be required.</p> <p>Six monthly monitoring meetings.</p> <p>Equalities information – how this is being used to improve the service for all members of the community. Service user experience/ satisfaction recorded across equalities groups.</p>

			<p>Case studies</p> <p><i>If the grant is for two years, then we will include a contract break clause for exceptional circumstances.</i></p>
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Key dates

The timeline for applications is as follows:

Grant scheme open for applications	2 April until 10am on 30 April 2024
Applications reviewed	30 April to 3 May 2024
Interviews with applicants	9 May 2024
(If required. We'd advise you to keep this date free and we'll notify you at the earliest convenience if you'll be invited for an interview)	
Notification of outcome	End of May 2024
Grant funded projects commence	1 July 2024

We understand that this does not align with the financial year. Due to contract requirements for existing providers and the desire to maintain continuous service, this is unavoidable for the 2024/2025 grant year. We will endeavour to improve this for the 2025/2026 grant year.

The completed application form must be sent before 10am on 30 April 2024 to vcsenquiry@southglos.gov.uk

Exclusions and restrictions

- Awards cannot be made to individuals.
- Awards cannot be made for political purposes or gain.
- Awards cannot be made that fuel or support any radical or terrorist activity or to any proscribed organisations.
- Awards cannot be made retrospectively.
- The spend of money awarded will be subject to audit.
- If a scheme does not go ahead, or the money is used for a purpose other than that originally agreed, the funding will need to be repaid by the organisation to the council.
- There will be no process for appealing against panel decisions.

If you have any questions, or require any of this information in another format, please email vcsenquiry@southglos.gov.uk or call:

Laura Powell – 01454 868433
Emma Temple – 01454 866424