

Getting Help in Neighbourhoods Mental Health Fund

Guide For Applicants

There are more details on our Detailed Advice Page

1. About the Fund

There is a commitment across Leicester, Leicestershire and Rutland to increase opportunities for people to stay healthy and well with a particular focus on mental health and wellbeing.

The 'Getting help in Neighbourhoods' mental health grant fund is one element of a wider mental health transformation programme. It has been set up to enable and increase local charitable, voluntary, community and faith organisations to provide a range of local activities that;

- Helps people to build resilience and prevent mental health issues from developing or becoming worse.
- Provides local places for people to seek help and support, making use of neighbourhood buildings and spaces
- Supports people recovering or living with long term mental health challenges to live as independently as they can
- Creates opportunities for community cohesion, increases individuals networks and reduces isolation and loneliness

Successful organisations will be able demonstrate a commitment to a person-centred approach, that values and promotes peoples' individual skills, experiences and potential. Activities will be inclusive, promote and celebrate local diversity and use local venues that people can easily access to reduce isolation and feel part of the community. Key groups to target will be individuals living with or with emerging mental health challenges, carers and those facing health inequalities.

The fund absolutely values what the VCSE sector can bring in terms of an alternative, creative and innovative approach and will support local organisations to develop their knowledge and skills about mental health and how they can best support people who need help.

It is a condition of the grant that you plan for specified training and evaluation; see C below.

2. How Much Can I Apply For?

- Grants of £3-5K for small groups (annual income **up to** 20k) to maintain or increase your current activities, or for neighbourhood events/activities to support mental health and wellbeing.
- Grants of £6-20k for established groups (annual income between 20K to £500k) to maintain or increase your current activities AND/OR to develop more mental health support within existing activities AND/OR reach new people.

- Grants of up to £50K for established groups (**minimum** annual income of 100k) with proven mental health support experience, whose service users consistently struggle with mental health, to maintain or increase your current activities. Partnership projects where two or more organisations apply in a particular area or neighbourhood will be positively viewed..

3. What types of projects will the Fund support?

Your application will need to clearly show how you will do one or more of the following:

- Provide activities that help people to stay healthy and well: building resilience, reducing loneliness, increasing connections; (examples could include allotments and growing, physical activity, arts, repair and recycle workshops, music, friendship tables, learning events) physical activity, arts,)
- Tackle health inequalities: - Identify and deliver activities that support and reflect key groups of people with specific needs within different communities and localities.
- Reach individuals in your community who tend not to engage with your service or with existing statutory services
- Provide support for people who are recovering or living with mental health challenges to reach their potential and live as independently as possible (e.g. recovery coaching, training, skills & education)
- Projects and initiatives that can support multiple range of needs e.g. housing, debt, employment, education, vulnerability)).

Because this fund aims to improve local people's mental health, it will be a condition of the grant that your project:

1. Develops your staff and volunteers' knowledge about mental health, growing your organisation's confidence to support people with mental health needs.
Recommended training sessions will be provided and we expect you to add costings in your budget for staff and volunteers to attend a minimum of 2 of these courses
2. Works to establish links with existing statutory provision or other experienced VCSE organisations, to signpost people to the right help earlier, and reduce escalation to emergency and acute services.
Recommended training sessions will be provided and we expect you to add costings in your budget for staff and volunteers to attend a minimum of 2 of these courses
3. Attend at least one sharing/general event, so that you can understand and link with other groups and agencies offering help. You can include the costs of attending events for your staff and volunteers in your application

4. Provide quarterly reporting.

This will be made as straightforward as possible and we expect you to add approx. 5% costings to your budget to ensure this is done.

4. What can the grant be used for?

- Costs of organising the project or activities, and people needed to manage and deliver these
- Volunteer expenses
- Materials or equipment needed
- Food and non-alcoholic drinks
- Marketing costs and promotion of the event
- Overheads relating specifically to the project (such as insurance / room hire / rent etc)
- Costs of making your event accessible to all, such as BSL interpreters, translation services, additional signage *

*If costs for equipment make up a significant proportion of the grant, please explain how this equipment will benefit you and the people you support in the long term; see **Detailed Advice Page (I)***

5. Opening and Closing Dates

Round 1 Opens 10th Dec 2021.
Closes 31st Jan 2022. (NB. This may be earlier if the Fund is over-subscribed)

Groups will be notified of panel decisions in April 2022. *
Projects should start from May 2022 onwards, for a maximum 12-month period (project completing in May 2023).

Round 2 Opens 1st February 2022.
Closes 30th April 2022.

Groups will be notified of panel decisions in July 2022.*
Projects should start from August 2022 onwards, for a maximum 12-month period (project completing in August 2023).

***Grant payments will be made directly by the NHS Clinical Commissioning Group (CCG) not by the Community Foundation.**

6. What Kind of Organisation Can Apply?

You can apply if you operate in Leicester, Leicestershire or Rutland and are one of the following:

- Registered charity
- Constituted Community group (e.g. a committee, a constitution with charitable purposes and a bank account in the group name)
- Company Limited by Guarantee with charitable aims
- Community Interest Companies (CIC)*

- Charitable Incorporated Organisations (CIO)*
- Social Enterprises* (including some co-operatives, community benefit societies, limited company by guarantee.)
- Parish Councils* (for non-statutory funded work)
- PTAs*
- Faith based organisations* (provided that the grant benefits the wider community and is not intended to influence people's religious choices or to promote a particular belief system).
*Funding to charitable companies or CIOs is restricted to funding their charitable objectives only.
- **National Charities** would need to be able to demonstrate that they have a **local branch**. This would include a local bank account, finances, and demonstration of fundraising and delivery in the local area only.

If you are not a constituted group but have a good idea, we encourage you to link with a local charitable organisation who is keen to work with you, manage the grant and be responsible for the budget, monitoring and reporting

7. Who Cannot Apply?

Sadly, we cannot fund individuals. If you are an individual or a family facing difficulties, we recommend that you contact <https://www.leicspart.nhs.uk/contact/urgent-help/>

8. We CANNOT fund the following:

- Projects taking place outside Leicestershire and Rutland, or not mainly for Leicestershire and Rutland communities
- Activities or organisations, which promote a single political or religious cause. Faith based organisations may still be funded provided that the grant benefits the wider community and is not intended to influence people's religious choices or to promote a particular belief system.
- Sole traders
- Statutory organisations like schools, colleges or local councils (but PTAs, Parish Councils etc may apply for projects which do not overlap with statutory responsibilities)
- Statutory bodies such as city and county councils or health institutions cannot apply.
- National charities (but we may/will consider locally managed branches benefitting Leicestershire and Rutland communities).
- Organisations demonstrating poor management of previous grants, or poor financial health
- Payment of deficit funding or repayment of loans
- Sponsorship of events (unless for mental health and wellbeing)
- Retrospective funding: that is, projects that will have started before an application can be processed, or repayment of money you have already spent
- We cannot replace loss of income.

9. What documents do I need to apply?

We will need the following documentation from you:

- **A written constitution or set of rules that show how your group is managed and states your charitable aims/benefit to the community and includes a charitable dissolution clause.**

- The names, email and personal addresses of a minimum of three **unrelated management committee members** (trustees/ directors etc) who are independent and unrelated, and none of whom have more than 50% control. Please also highlight your cheque signatories.
- **A photocopy of a bank statement no more than 3 months old, in the name of your organisation.** Your account must have *a minimum of two unrelated signatories*
- A copy of your most recent **annual accounts or financial records**. If you are a new organisation a forecast of your 12 months income and expenditure from the date you became incorporated.
- **Three quotes** for equipment or items over £750
- A copy of your **safeguarding policy**
 - This **MUST** include:
 - Definitions of abuse and signs of abuse and reporting procedure in case of disclosure.
 - The name of the person responsible for child protection.
 - All staff, volunteers and Trustees that are working directly with vulnerable adults and/or children have the appropriate DBS checks.
 - Regular Risk Assessments should be carried to ensure children and young people in their care are safe.
 - A Vulnerable Adults Policy includes a description of how abuse is different for adults.
- A copy of your **Equal Opportunities policy**
 - This **MUST** include:
 - References Equality Act 2010
 - Policy should cover the following protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.
 - Equal access to services.
 - Employment.
 - Preventing harassment and ensuring everyone is treated equally.
 - Complaints are dealt with fairly.

Please be aware that we will not be able consider your application unless all documents are submitted.
If you have any problems attaching documents to the application form, please send them via email to:
grants@llrcommunityfoundation.org.uk

Coffee and Chat events

We are running “drop ins” for groups interested in the Fund, so that you can ask questions and find out more about whether this is Fund is right for your group - we know it’s a lot of work to fill in an application!

Please contact a member of the grants team if you have any queries or need help at any stage of the application process. We are always happy to help.

Telephone: 07310 166 399 or 07496 179 376

Email: grants@llrcommunityfoundation.org.uk