



Getting Help in Neighbourhoods Adult Mental Health & Wellbeing Fund

Guide For Applicants

There are more details on our [Additional Information 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 adult 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 because the NHS LLR want to enable and increase local charitable, voluntary, community organisations to provide local activities for people aged 18+ that;

- Build resilience and prevent adult mental health issues from developing or becoming worse
- Provide more opportunities and places for adults aged 18+ to seek help and support
- Support adults ages 18+ recovering or living with long-term mental health challenges to live as independently as they can
- Improve healthy life expectancy and reduces health inequalities

You will need to demonstrate a commitment to supporting adults that values and promotes their skills, experiences and potential.

Your activities will need to 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.

The fund values what voluntary groups can bring in terms of an alternative, creative and innovative approach and will support your organisations to develop its knowledge and skills about mental health and how you can best support people who need help.

It is a condition of this fund that you plan for the training offered and evaluation required; see section 4

2. How Much Can I Apply For?

The total fund availability for round 2 is £531k

NB Groups who hold a current live grant from round 1 are NOT eligible to apply for round 2

- **Grants of £3-5K**
 - For small groups (annual income **up to** 20k) to maintain or increase your current activities, or for one-off neighbourhood events/activities to support community mental 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 £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 AND/OR to partner with another group to build on mental health provision in a particular area or neighbourhood.

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 for adults aged 18+ that help people to stay healthy and well. This means: preventing and tackling the issues that cause mental health challenges (e.g. reducing isolation and loneliness, debt support, housing security, physical activity, arts)
- Tackle health inequalities: - This means: Identify and deliver activities that support key groups of adults aged 18+ with specific mental health needs within different communities and localities.
- Reach adults aged 18 + in your community who tend not to engage with your service or with existing statutory services.
- Provide support for adults aged 18+ who are recovering or living with mental health challenges so they can reach their potential and live as independently as possible (e.g. recovery coaching, training, skills & education)
- Projects and initiatives that can support multiple needs. This means a partnership of organisations that seek to provide a range of support in one organised approach collectively.

For Round 2 the fund is particularly welcoming applications from:

- Organisations based and delivering in The County and Rutland (but no areas are excluded)
- Organisations supporting groups that are tackling the health inequalities
- Organisations offering innovative or preventative support

4. What can the grant be used for?

- Costs of organising the project or activities, and people needed to manage and deliver these
- Specialist or qualified staff
- Volunteer expenses
- Materials or equipment needed
- Food and non-alcoholic drinks
- Marketing costs to promote your project or 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;



5. Opening and Closing Dates

Round 2

Open - Now

Closes 8th August 2022. *(NB. This may be earlier if the Fund is over-subscribed)*

Groups will be notified of panel decisions in November 2022. *

Projects should start from December 2022 onwards, for a maximum 12-month period (project completing in December 2023).

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

6. Requirements of the Fund

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

- 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 (see **Additional Information Page**) and we expect you to add costings in your budget for staff and volunteers to attend a minimum of 2 of these courses*

- 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.
- Attend at least one focus group, 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
- Provide quarterly and End of Grant reporting

*This will be made as straightforward as possible (see **Additional Information Page**) and we expect you to add up to a maximum of 5% costings to your budget to ensure this is done.*

7. 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

8. 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/>

9. We CANNOT fund the following:

- Projects taking place outside Leicester, Leicestershire and Rutland
- 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 PTFAs, 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.

10. 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. **(this is part of the application form)**
- **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! Links to these events are on our website.

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