

## Chesterfield Health and Wellbeing Partnership Small Grants Scheme

### Guidance Notes

The Health and Wellbeing Partnership in Chesterfield is a core strategic group that comprises of representatives from a wide range of organisations to improve health and wellbeing and reduce health inequalities across Chesterfield.

To help achieve this the partnership has set up a Small Grants Scheme, which will target help and support to local voluntary and community groups and organisations delivering activities and projects at grass roots level.

#### How much can you apply for?

Up to £1000.

#### Who can apply?

Any voluntary/community groups or local people within the Chesterfield Borough Council (CBC) area (see map below), who come together to support the health and wellbeing of their community are eligible to apply for funding.



For example, your group might be a luncheon club, a social group, a self-help group or another type of community group that provides help and support. You might want to set up a new group to meet a local need that's currently not being addressed.

*We want to hear from people who'd like to make a difference to their community. It doesn't matter if your group doesn't have formal constitution or working rules, or you are just a group of people with a good idea; don't let it stop you applying! Speak with NDVA for advice and if the application is successful they can support you to deliver your project.*

Projects should aim to meet the following criteria:

- promote health and wellbeing
  - be delivered in and support the residents of the CBC area
  - seek to continue after the funded period
  - link to the priorities of the Chesterfield Health and Wellbeing Partnership (listed below):
1. Financial inclusion – helping people manage money issues e.g. budgeting, benefit entitlements, debt and access to financial services
  2. Healthy Lifestyles – helping people get more active, stop smoking and eating healthier etc.
  3. Mental Health and Wellbeing – helping people feel better about themselves and equipping them with skills to cope with stresses of life
  4. Hard to reach population – projects that help people who are disadvantaged in any way e.g. socially isolated and address health inequalities
  5. Building stronger/healthier communities – see definition of Social Capital below

### **What sort of activities or projects does the Small Grants Scheme support?**

- befriending/buddying
- activities that support isolated people
- activities that help improve mental health and wellbeing
- financial projects e.g. that help people manage their money better
- setting up a sports team or organising a community sporting event
- setting up or extending services offered by an existing luncheon/social club
- a cookery/shopping network
- a community garden or growing scheme
- a health related community event

### **Please note that this Small Grant Scheme cannot fund:**

- Core staff salaries, although the Panel may consider staff costs which are specific to the activity/project.
- Organisational running costs (The Chesterfield Health and Wellbeing Partnership Small Grants Scheme is specifically for community/social capital activities and projects). If your group supports health and care/wellbeing and you are struggling with running costs i.e. room hire, insurance etc. please speak to NDVA about applying to the NDVA Small Grant Scheme by calling 01246 555908 or emailing [info@ndva.org.uk](mailto:info@ndva.org.uk)

## What do you need to show on your application form?

- Why your project is needed and the outcomes you expect to achieve.
- Clear evidence of the benefit to the health and wellbeing of the local community.
- Clear evidence of appropriate community involvement. The identified activity/project should reach out to members of the local community, for example, in the case of a community group; the activity/project should include local people who would not normally be included in the groups' activities.
- Clear evidence of how the project will support the concept of Social Capital.

*Definition: Social Capital is about the relationships, networks and trust which help people to support each other, build confidence, and create the opportunities to bring about change in their lives and communities.*

There is strong evidence that links the presence of Social Capital in communities with improved health outcomes.

Social Capital has been identified as one of the four priorities by the Derbyshire Health and Wellbeing Board and is a crucial principle adopted by the Chesterfield Health and Wellbeing Partnership.

## Monitoring and Evaluation

As a condition of funding all successful applicants will be expected to complete a short End of Project Report on the impact of their project. This will be provided with the Decision Letter if you are successful and will provide guidance on the type of information we are looking for. This report must be returned to NDVA at the end of the funded project/activity and demonstrate that the funding was used for the purpose it was intended. This information will allow the Health and Wellbeing Partnership to assess the impact and overall effectiveness of projects for future funding.

## Process

Completed application forms (with all supporting documentation) should be submitted to NDVA by the closing date.

A grant panel comprising of NDVA, Public Health, and representatives from the Chesterfield Health and Wellbeing Partnership will assess each application and applicants will be notified whether successful or not shortly after.

If you are a formal constituted group or a group with working rules payment will be made to the successful applicants via cheque within 2 weeks of the panel's meeting.

If you are not a formal constituted group or a group with working rules NDVA will reimburse you for receipted expenditure or process invoices on your behalf.

On completion of the project, successful applicants will be required to submit their End of Project Report.

The grant scheme will be administered by NDVA (formerly North Derbyshire Voluntary Action).

**Applications should be returned by 5.00pm Thursday 31<sup>st</sup> August 2017**

**To:** NDVA, Offices 2a -2c, The Market Hall Chesterfield S40 1AR or email [bryony@ndva.org.uk](mailto:bryony@ndva.org.uk)