**Mental Wellbeing Small Grants Funding**

**Up to £5,000 to improve mental health and wellbeing for Island residents**

Isle of Wight Public Health in partnership with the Isle of Wight Council (IWC) Mental Health Champion are launching a Mental Wellbeing Small Grants Fund to support voluntary, community and social enterprise (VCSE) organisations (who have a constitution[[1]](#footnote-1)) to deliver innovative local projects to support mental wellbeing on the Island. These projects will be embedded in communities and will be responsive to local needs as expressed by service users, people with lived experience and under-represented groups.

COVID-19 has shone a necessary spotlight on mental health and wellbeing across the Island. During the pandemic, evidence has shown that the policies to prevent the spread of the virus, such as restricting the interaction and movement of residents, have had a major impact on mental health and wellbeing. This has affected people in different ways, with some communities and people with specific characteristics at greater risk of worsening mental health than others.

This Grant will focus specifically on reducing inequalities in mental health and wellbeing through focus on under-represented and at-risk groups (e.g. unpaid carers, veterans, older people, those disproportionately impacted by COVID-19); acknowledging the link between physical and mental wellbeing.

To apply for funding, please ensure you:

* fully complete all the questions
* include relevant supporting documents
* ensure your application is realistic (i.e. it can be delivered within the resources and funding stated).

**Purpose and objectives of the Mental Wellbeing Small Grants Fund**

The purpose of the Mental Wellbeing Small Grants Fund is to support community-based initiatives and activities that help to promote mental wellbeing and prevent mental ill health for people of all ages on the Island through:

* positive activities and social connectedness
* combating loneliness
* promoting mental and physical wellbeing
* work to prevent suicides on the Island.

Applicants can apply for one-off grant funding of up to £5,000. There is a total funding pot of £50,000 available for Financial Year 2022/23.

The panel will prioritise projects that aim to increase social connectedness, are sustainable and support improvements in mental and physical wellbeing. Projects must be able to be delivered effectively and in a timely way within the restrictions that are in place during the current COVID-19 pandemic and must focus on supporting people to mitigate the current and anticipated impact of the COVID-19 crisis on mental health and wellbeing.

We welcome applications from small groups who may not be able to access funding elsewhere and would stress that the main information needed in this form is in question 3. We appreciate that for very small funds some questions may not be applicable so please do put this and if we need more information, we will contact you.

**The application process:**

Please complete and submit this application form electronically by **midday on Thursday 10 February 2022.**

* Online applications are preferred see: <https://www.iow.gov.uk/Residents/Care-Support-and-Housing/Community-Health-and-Wellbeing/Public-Health-Coronavirus-COVID-19/Mental-Wellbeing-Small-Grants-Funding>
* if online application not possible please email form to: [publichealth@iow.gov.uk](mailto:publichealth@iow.gov.uk)
* An evaluation panel will assess your application. The panel will include representatives from Public Health, Isle of Wight Council and Healthwatch. You will be informed of the decision from the panel by Friday 18th February 2022.
* Successful applicants will be asked to return their signed grant agreement and supply supporting bank/account details by end of February 2022
* The grant will be sent out by mid-March 2022.
* When your project is complete or after 12 months (whichever is soonest) you will be required to complete a monitoring and evaluation form. If the project is for longer than 6 months there will be review point at month 6 (ie no later than September 2022) and month 9 (i.e. no later than December 2022, in addition to the final evaluation. Additional guidance on monitoring and evaluation will be provided to successful applicants.

**Q1 – Your details**

**Name of your group**

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**What kind of group are you?** (i.e. registered charity, community group, CIC, etc.)

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**What is your charity/company/CASC number** (if you have one)

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**Main contact for this application**

This must be someone who is authorised to represent your organisation, who can talk about your application and can be contacted during standard office hours (i.e. 9am to 5pm, Monday to Friday)

Title First Name Last Name

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|  |  |  | |
| Contact address  (this is the address we will send letters to) | | | Regular meeting / activity address (if where you usually meet / hold your activities is different from your contact address please state it here) |
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Telephone Number

Email

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**Q2 – What does your organisation or group do?** (i.e. what your aims are and activities you carry out)

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**Q3 – What would you like a grant for and why.** (i.e. what will you be spending the money on and what difference you think it will make to people’s mental health and wellbeing. Please consider what the objectives of your project are, what outcomes are you aiming for (i.e. who will benefit)

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**Q4** – Please provide details of which organisations and services are involved in the development and delivery of this work, and how people with lived experience and/or service users will be involved.

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**Q5 - How much money are you applying for and what do you intend to spend it on?**

What funding is required (£500 to £5,000). Please provide an indication of what you will spend this on and how much it will cost. Do not worry if you are only applying for a very small amount and only use one line, however where possible please try to split the costs out if you will be funding different things e.g. for an event you may have, advertising costs, venue hire, hygiene/covid compliant equipment.

Please provide a breakdown of your costs and provide us with copies of your estimates and/or quotes documents if you have any. Costs must be in pounds and pence. Please remember to include any written estimates/quotes from an external source if you have them

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| --- | --- |
| **Item or activity** | **Cost** |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
| **Total** (please put your total here even if you have used a separate sheet) | £ |

**The maximum grant is £5,000**

**Q6 – When is this project going to start?** (this must be within 3 months after the grant application closing date)

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| Please give approximate start date or event date: |  |

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| **Q6a– How many people do you expect to benefit directly from your project?** (estimated) |  |

**Q6b –Which communities will your project reach and and/or meet the needs of specific groups?**  Your response should be no more than 250 words.

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**Q7. How will you ensure the safety, confidentiality and safeguarding of all including your staff and volunteers?** Your response should be no more than 250 words.

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**Q8a –The IW Mental Wellbeing Small Grants Fund has produced a set of guiding principles to inform our work. Which of these principles does your project support (please tick). Please explain how you will meet this/these principles in Q8b below.**

Community Cohesion and connections with an evidence base:

Providing somewhere to go / a safe place

Direct provision of support – feeling listened to, accessible

Co-production: people with lived experience and service user engagement

Informed by intelligence, published literature and/or stakeholder views

Collaboration with other community groups/organisations

Overcoming Barriers:

Evidence that people know where to go for the support as well as support to access it

Acknowledging the link between physical and mental health

Tackling Stigma:

Evidence to show how the project is working to reduce stigma of mental ill health and those suffering from it

Added value:

Improving quality and/or equity

Over and above commissioned services / ‘business as usual’ and/or increasing scalability

Sustainability: beyond the initial guaranteed period of funding

Early intervention and prevention:

Promoting protective factors for mental wellbeing, addressing key risk factors

Consider interventions across different settings and including the wider determinants

Universal approach with additional support for vulnerable groups:

focus on under-represented and at-risk groups (e.g. unpaid carers, veterans, older people, those disproportionately impacted by Covid)

Life-course approach where appropriate

**Q8b – Please briefly explain how you will meet these principles** (or if your project does not meet these principles how will your project support people in your community?).

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**Q9 – What do you hope to achieve with this grant and what will happen after the funding has ended?** What are the key milestones for delivery?Your response should be no more than 250 words.

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**Q10 – Have you applied for any other funding towards this project?** Please tell us if the funding is confirmed or if you are waiting to hear. Your response should be no more than 150 words.

Yes  No

**Please give details:**

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**Q11 - How will you be able to show that your project has been successful in improving mental health and wellbeing? Please outline how you will show the impact the funding has had on your target groups.**

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**Declarations**

1. This application is submitted on behalf of the organisation named in question 1 which the contact named in question 1 is duly authorised to represent. The information given is correct to my/our knowledge.
2. I/we have read the guidance at the start of this form and answered all the questions honestly.
3. I/we agree to monitor the impact of our project, provide periodic updates, a publishable case study and to producing a short final report by end of April 2023
4. I/we agree to support the ambition for a more environmentally friendly place to live through our grant funded activities.

**I/we have read and agree to the declarations** (please tick)

**Submitting your application**

We prefer to receive applications by electronic submission of this application form

If this is not possible email at [publichealth@iow.gov.uk](mailto:publichealth@iow.gov.uk) using the title “MW small grants application”

It is important to remember that we are keen to receive your application, but you must take responsibility for ensuring the application reaches us, i.e. is emailed to the correct email

Please note:

* Our email system will not accept emails bigger than 20mb. If you are sending documents with large file sizes you may need to split them over several emails.
* All incoming email attachments are scanned by our virus software, which can cause a few minutes delay in your email reaching us.

Please follow the instructions on the digital form to submit your form, ensuring you click on ‘submit’ at the end.

If you have any queries please email - publichealth@iow.gov.uk and title it “MW small grants application - query”.

**Additional information**

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| **Who can apply?** |
| Priority will be given to small, volunteer-led community groups, who have a constitution. Examples of groups that can apply are: |
| * + Charities and social enterprises or community group with a constitution. |
| * + Religious groups |
| * + ‘Friends of’ (or similar) groups |
| * + PTA or ‘Friends of…’ schools’ groups or student groups   Projects can include those that ask participants for contributions, but applications are encouraged to take into account the financial circumstances of the target audience. |
| Applications will **not** be accepted from:   * schools, further and higher education establishments, regardless of how they are funded (LEA, trusts, privately funded, etc.). |
| * statutory agencies, such as the police, health, other local authorities or other Council departments. |
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| **What can be funded?** | |
| * Costs associated with running activities aimed at improving mental and physical wellbeing, such as training for volunteers * Insurance and Venue hire for regular meetings or events (including Covid-19 hygiene supplies) | |
| * Materials for use in your project including communications or publicity materials | |
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| * Transport costs for groups of members/attendees who have limited mobility or live in rural areas (users may also contribute) | |
| * Fees for services - like crèche facilities, guest speakers, training events etc., excluding professional fees | |
| * Activities where participants pay a contribution towards the cost of the project or sessions | |
| * Staffing costs in relation to specific training or staff development   We would encourage you to think about how the funding can be used to ‘pump prime’ a project or initiative which can then be self-sustaining once the funding period has concluded. | |
| The above list is not exhaustive. If what you want to apply for something that isn’t on this list– please contact [publichealth@iow.gov.uk](mailto:publichealth@iow.gov.uk) and title it “MW small grants application – query” for advice. | |
| **What can’t be funded?**  Grants and anything bought with grants must be used directly by the applicant and cannot be transferred to any other organisation or affiliate, except by consent of the Isle of Wight Council.  Activities that cannot be funded include: | |
| * Activities that happen or start before we confirm the grant. | |
| * Trips, including: * Coaches/transport * Entry costs * Day trips * Residential trips, such as camping or outward-bound holidays | |
| * Prizes and awards, such as tombola/raffle prizes or trophies * Substances contrary to public health such as tobacco, alcohol | |
| * Items that mainly benefit individuals | |
| * Advanced and/or expensive IT equipment | |
| * Websites, including domain names, design and hosting (there are many free options available) | |
| * Professional fees – lawyers, surveyors, architects, etc. | |
| * Political activities (including lobbying) or religious activities | |
| * Ongoing projects that you cannot maintain beyond the grant (e.g. because of high ongoing costs or the need for specialist skills) | |
| * School projects that take place during school hours | |
| * Salaries for staff employed directly by the applicant unless legacy provision is in place to continue the role after the funding period and/or it can be demonstrated that the employment of staff for a temporary period will have legacy i.e. staffing costs in relation to specific training or staff development to allow the project to take place or to pump prime a project which will be self-sustaining once the funding period has concluded. Groups may buy services for a specific project which include salary costs within the fees. For example, speakers/entertainers for community events and social clubs or trainers/tutors for one-off courses/events. | |
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| **Promoting sustainability** | | | |
| We are keen that efforts are made by organisations to make their projects and activities sustainable, such as: | | | |
| * Encouraging attendees to leave the car at home and walk, cycle or get the bus (where possible) | | | |
| * Using re-useable or recyclable materials | | | |
| * Reducing single use items, such as paper flyers. | | | |
| * Ensuring all equipment is turned off when not in use | | | |
| * Ensuring all taps are switched off when not in use | | | |
| * Using local suppliers where possible to reduce travel distance | | | |

**Application checklist**

This checklist is to help you include relevant supporting documents if you have them.

Please upload your supporting documents or submit as email attachments– we are unable to accept documents via file sharing services such as One Drive or Google Drive.

**Essential**

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|  | Constitution, terms of reference or aims & objectives of your group |

**Desirable if relevant to your application**

**Photographs / scanned copies of these documents are acceptable**

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|  | Estimates / quotes  *These must be from an external source, i.e. a written quote from a company* |
|  | Equal Opportunities/Equalities/Diversity Policy or Statement if you have one |
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| Does your project work with children or vulnerable adults? If so, you will also need to send us your: | |
|  | Safeguarding Children Policy and / or |
|  | Safeguarding Adults Policy  **Required prior to transferring funds if application is successful** |
|  | Accounts (for your last financial year) unless your group/organisation is less than 1 year old and do not have accounts yet |
|  | And |
|  | Recent bank statement / photocopy from passbook  Not more than 3 months old. If you have only recently opened your account and do not yet have a statement, please send a copy of the letter from the bank confirming an account has been opened in the group’s name. |

**Privacy Notice**

Isle of Wight Council is collecting this information in order to award and monitor grants to voluntary and community organisations, and you may be contacted using the details provided, if further information is needed in order to do so.

In performing this service, the council may share your information with other organisations or departments, but only when it is satisfied that it is necessary to perform a public task, or to exercise its statutory duties to do so.

The council may also share your personal information for the purposes of the prevention, investigation, detection, or prosecution of criminal offences, but will not share your personal information, or use it for this, or any other purpose, unless provided for by law.

More detailed information about the council’s handling of your personal data can be found in its privacy policy, available online at iwight.com or on request.

**Freedom of Information Act**

The Freedom of Information Act 2000 gives members of the public the right to request any information that we hold. This includes information received from third parties, such as, although not limited to, grant applicants, grant holders, contractors and people making a complaint.

If information is requested under the Freedom of Information Act we will release it, subject to exemptions; although we may consult with you first. If you think that information you are providing may be exempt from release if requested, you should let us know when you apply.

1. Social enterprise organisations must have a constitution as per gvt guidance Setting up a social enterprise - GOV.UK (www.gov.uk) [↑](#footnote-ref-1)