

Lambeth Wellbeing Fund

Fund guidelines

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About the Fund

We are delighted to offer the Lambeth Wellbeing Fund for a fifth year, thanks to a continued partnership with NHS Lambeth and the Public Health Directorate of the London Borough of Lambeth. The programme contributes to the Lambeth Health and Wellbeing Strategy.

This small grants programme includes funding from Lambeth CCG's 'Project Smith', an area-based initiative and Lambeth Public Health Directorate's 'Wellbeing Community Fund', both of which help communities to support each other to improve their health and wellbeing. The approach encourages solutions from the ground up and builds on local skills and knowledge.

Project Smith funds are targeted towards improvement of adult health and wellbeing in 3 priority wards:

North
South East

Bishop's and Prince's
Herne Hill

Lambeth Public Health funds are targeted towards the improvement of the health and wellbeing of adults across the whole of the borough with a priority for BAME groups and intergenerational work that links older and younger people.

All successful applicants will be required to attend an Evaluation and Outcomes Workshop, which will take place on Thursday 20th May 2021, 10:00-14:30.

Application Support

Lambeth Wellbeing Fund Workshops

- Wednesday 13th January, 7pm-9pm: <https://www.eventbrite.co.uk/e/133362425605>
- Tuesday 26th January, 12pm-2pm: <https://www.eventbrite.co.uk/e/133331561289>
- Monday 15th February, 7pm-9pm: <https://www.eventbrite.co.uk/e/133334887237>

The workshops are for first time applicants and will provide an update on Project Smith, an overview of the fund, a walkthrough of the application form, an update from a funded project and a chance for networking with local community connectors. Sessions will be via Zoom. Please book your place using the relevant Eventbrite link and you will be provided with the Zoom link closer to the time.

Lambeth Wellbeing Fund Ideas Appointments – 30 mins bookable slots

- Monday 18th January, 9.30am – 5pm, via Zoom
- Wednesday 10th February, 9.30am-5pm, via Zoom

We are offering 30-min surgery slots for you to discuss your projects and applications with us. Places can be booked here: <https://calendly.com/catherine-sorrell/lambeth-wellbeing-fund-ideas-appointment>
We would also be happy to answer any quick queries by phone at any time during office hours. You can contact The London Community Foundation on 0207 582 5117.

Fund Themes

Lambeth residents identified three priorities through the Big Lambeth Health Debate and the Southwark and Lambeth Integrated Care Citizens Forum. Projects must support participants to address at least one of them.

1. Being able to **manage their own health and wellbeing** (or condition) and being supported to do so. This also includes having access to the right information and support, and being able to stay healthy;
2. Being able to have the right things in place to help them to **avoid a crisis**, or to limit the impact of a crisis, particularly for people who are living independently;
3. Feeling that they are **part of a community**.

In addition, we know that loneliness and isolation can contribute to poor physical and mental health. People who have good social connections are healthier and better able to deal with health problems if they arise, including managing long-term health conditions.

We are looking for projects that promote wellbeing, help people to connect with others and address what is known as the *Wheel of Wellbeing*.



Wheel of Well-being

The six spokes of the wheel are: *Be Active*, *Keep Learning*, *Give*, *Connect*, *Take Notice*, and *Care*. These activities are simple things individuals can do in their everyday lives to increase their wellbeing. If

someone is able to do them all then they have a better chance of feeling good about themselves and having better health. Please visit www.wheelofwellbeing.org for more information.

We are inviting organisations and individuals working with adults in Lambeth to apply for grants to deliver projects that will help us to meet these priorities. We are particularly interested in projects which are designed and led by those who will benefit. This fund is about developing and supporting local people to create their own solutions to improve the wellbeing of people in their communities.

Criteria

Projects will also need to address the following criteria.

All projects **must**:

- Demonstrate how they contribute to improving the health and wellbeing of Lambeth residents;
- Seek to engage those who are not currently accessing activities/services. We are interested in projects that will help break down barriers to engagement. We are not looking to fund activities supporting an existing cohort of well engaged residents, but we will support the expansion of an existing service to reach out to new participants;
- Meet an identified need. You will need to demonstrate that the project is wanted and needed by communities who will benefit, for example, through consultation or informal feedback.
- Be working with or seek to work in partnership with other local organisations, community groups or service providers including GPs, pharmacies and local facilities such as extra care and sheltered housing schemes;

£60,000 is available from Project Smith and is for projects which:

- Support adults in the 3 priority wards (see list in *About the Fund* section above); and
- Are led by the communities who will benefit; and
- Improve mental wellbeing and/or;
- Work with men (especially older men), LGBTQ+ communities, families, disability and autism, or support health & wellbeing in a Covid environment.

£36,000 is available from Public Health and is for projects which:

- Support adults in any wards in the borough
- Priority will be given to Black, Asian and Minority Ethnicity (BAME) groups across the borough. The COVID-19 pandemic has created a mental health emergency and research shows that BAME communities are disproportionately affected. Therefore, the priority focus includes BAME groups who have personal experience of mental health problems, those who are un-employed, including young people, those with disability, learning differences, long term illnesses, those experiencing social deprivation and those living on their own.
- Priority will also be given to intergenerational projects (projects linking older and younger people)

Please note: This round, we will be focusing on first time applicants. Individuals and organisations who have had a previous grant from the Lambeth Wellbeing Fund **will not be eligible** this year. If you have applied previously but have been unsuccessful, you are welcome to re-apply.

Who can apply?

- Individual Lambeth residents or groups of residents – we want to support your ideas, so you do not have to be part of an organisation to apply to this fund. You can apply with the support of an organisation that can hold the funding for you and act as a 'nurture organisation'. Your nurture organisation should be a local organisation that you already have a relationship with. Please see appendix 1 for more detail on the role of a nurture organisation.
- Lambeth based registered charities, Community Interest Companies (CICs) limited by guarantee, Charitable Incorporated Organisations (CIOs) and Companies Ltd by Guarantee (without shares) with an income of less than £100,000 per annum (in the last accounting year) are welcome to apply. The income threshold does not apply to nurture organisations.

All organisations applying (including nurture organisations) must have:

- A governing document (e.g. a constitution or memorandum & articles of association)
- An active management committee of at least three people who are not related
- A bank account in the name of the organisation, with at least two unrelated signatories
- Recent financial accounts or records of income and expenditure (unless the organisation is new) and sound plans for managing money
- A safeguarding policy for working with children or vulnerable adults, if relevant. Guidance to develop a policy is available on our website if you do not currently have one.

If you are unable to provide any of the above, please call us before you apply. If you are an individual you will need to find a nurture organisation to apply on your behalf which has these in place.

Grant Size

Grants of between £1,000 and £5,000 are available for projects of up to 12 months starting no earlier than 1 June 2021 and ending no later than 31 May 2022. Any management costs for nurture organisations must be included in the requested amount. The maximum amount allowed for nurture organisation management costs is 15% of the total grant request.

What can I apply for?

You can apply for any costs towards your project, including for example, volunteer expenses, venue hire, equipment, insurance, and staff costs associated with delivering the project. We encourage applicants to follow the principles of 'full cost recovery' and include core costs within the budget, i.e. including an appropriate portion of the organisation's rent, administrative costs etc. For further information please see: www.culturehive.co.uk/wp-content/uploads/2014/05/Full-cost-recovery.pdf.

Examples of Projects funded through the Lambeth Wellbeing Fund

- A community café which brings together local people from all backgrounds to cook and eat healthy vegetarian food together;
- A resident-led sewing and craft club for older residents to get together and learn new skills;
- An open-air, drop-in Tai Chi class;
- An art project with weekly art sessions and trips to art galleries for older people living in supported housing;
- Drumming workshops for older men, to improve confidence and wellbeing

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- Yoga classes for women who are victims of domestic violence and abuse;
 - A gardening project which created a community growing space within a supported housing unit;
 - A dance project for older residents, to build core strength and balance in order to reduce falls;
 - Zumba for older people.

What can't we support through this Fund?

There are a few things we are unable to support through this Fund:

- Individuals/organisations which have been previously funded through the Lambeth Wellbeing Fund (excluding nurture organisations);
- Projects where the majority of beneficiaries will not be Lambeth residents;
- Projects or spending that has already taken place;
- Commercial activities – the fund can only support activities that are not for profit;
- Activities which are political or religious in nature;
- Activities which are a statutory responsibility;
- Major capital or 'bricks and mortar' projects;
- CICs or Company Ltd by Guarantees with shares
- Organisations whose current liabilities have exceeded their current assets at the last two balance sheets
- Organisations where trustees are paid, unless evidence of approval is provided from the Charity Commission and/or this arrangement is referenced in the governing document
- Organisations in receipt of Directors / Trustee Loans
- Organisations with two late submissions out of their three most recent to the Charity Commission/Companies House
- Applications from organisations with overdue or incomplete monitoring on a previous grant from The London Community Foundation from any of its programmes. If you know you have outstanding monitoring on a previous grant, please contact The London Community Foundation to resolve this.

Individuals applying with a Nurture Organisation

If you are applying with a nurture organisation you will need to complete the application form with a member of staff or volunteer at the organisation – there are some questions that you will need to answer and some that the organisation will need to answer. The application must be submitted by an authorised person at the organisation. It should be noted that much of the grant correspondence is generated by The London Community Foundation's automated system and these emails will go directly to the contact email of the nurture organisation contact. This will include notification of the outcome of the application. It will be the responsibility of the nurture organisation to keep the individual updated of all updates sent from The London Community Foundation. **Please read Appendix A – Applying with a Nurture Organisation**

COVID-19

Although the funding is not focused on response to COVID-19, projects will need to show how they are ensuring that their delivery is COVID-safe, whether that be online delivery if needed, Covid-safe practices, and risk assessments. There is a specific question on the application form which will ask you about measures you have taken here. We will also consider requests for equipment that enable more people to participate in projects delivered remotely.

How to apply

To apply for a grant, click on the following link to take you to the online application form:

<https://ukcf.secure.force.com/forms/LondonCF/LambethWellbeingR5>

Please read the instructions carefully, tick to say you agree and have understood, enter your e-mail address and click on the "Send e-mail and continue". Once you have done this you will be sent an e-mail with a link to your unique online application form. You should receive the email within a couple of minutes (please check your spam folder).

The application

To begin your application, please click on the link within the email that you have received from us. There are help notes available as you go through the online application form and you can save your application at any point and come back to it to complete it at any time before the closing date. Once you get to the end of the application form there will be a 'Submit' button. Please note the submit button is after you have verified your budget. Once you press this it will automatically send your application through to the Foundation and this will be accepted as a completed application form. You will also be emailed a copy of your completed form. We will not receive an application unless you have pressed the 'Submit' button.

For guidance on how to fill in the form see the Online Application Guidance Notes on our website:

[Online Application Form Guidance Notes](#).

You also need to submit all of your supporting documents to The London Community Foundation by the deadline. We regret we are unable to consider incomplete or late applications.

Supporting documents you need to submit are:

- A copy of your signed governing document e.g. Memorandum and Articles of Association, Constitution etc.
- A copy of your most recent signed annual accounts
- A copy of your safeguarding policy if you will be working with children or vulnerable adults
- Names and addresses of your management committee members

You can upload your supporting documents with the application on the online portal.

Competition for the Fund

Please be aware that there is strong competition for funding. Last year we had 51 applications and were only able to fund 17 organisations, meaning that around 1 in every 3 applications was successful.

Deadline for applications

Midday on Wednesday 3rd March 2021 (No late applications will be accepted).

How will we capture the learning from these projects?

We are keen to learn from this programme to help shape future programmes. In your application, make sure you tell us how you will demonstrate the success of your project in addressing the fund priorities. **All successful applicants will be required to attend an Evaluation and Outcomes Workshop** to help you to develop the right tools to be able to measure an improvement in the wellbeing of the people you work with. This will help you to evidence the impact of your project.

When will I find out if I have been awarded funding?

Applicants will be notified of the outcome of their applications in mid-late May 2021. Notification will be sent by email to the organisation/nurture organisation contact.

Key Contacts

The London Community Foundation

For advice on applying to the Fund or developing your project idea please contact the Programme Manager for the Lambeth Wellbeing Fund.

Contacts: Catherine Sorrell Programme Manager, catherine.sorrell@londoncf.org.uk
The London Community Foundation - 020 7582 5117

Lambeth Clinical Commissioning Group (CCG) and Lambeth Council

Project Smith is funded by NHS Lambeth and Lambeth Council. There is a strong emphasis on linking the local community with health providers within their areas, such as GPs and pharmacies.

For groups wishing to work with adults in the priority wards, the Project Smith Programme Manager can offer advice on developing your project.

Contact: Emma Corker, Project Smith Programme Manager, Lambeth CCG,
07734 670300, emma@rbeassociates.com



NEED HELP?

If you are unsure whether you are eligible to apply, please call us on 020 7582 5117.

Project Smith

NHS
Lambeth
Clinical Commissioning Group


Lambeth

Appendix 1: Applying with a Nurture Organisation

If you are an individual or a group of residents who are not part of an organisation or you are an organisation which does not meet the organisational requirements above under 'Who Can Apply?', you can apply with the support of a 'nurture organisation'.

Nurture organisations can receive a grant on your behalf and help you manage your project. The role of the nurture organisation will be to hold any funding awarded and keep track of grant expenditure, as well as providing you with any support you need to manage your activities. They should also be able to support you with areas such as safeguarding (ensuring the protection of any vulnerable people that will be taking part in the project), insurance and capturing the activities from your project. They are liable for the grant, which means you will need to work together to ensure the project is delivered successfully. We recommend that an agreement is drawn up between yourself and the organisation to ensure you are both clear on your roles and responsibilities. You should also plan regular meetings to update your nurture organisation on the progress of the project so that they can offer you support to overcome any challenges. These meetings should also include an update on expenditure so you can keep track of your project budget.

It is always better if there is an existing relationship with a nurture organisation, for example you may be a volunteer of a local organisation or have benefited from their services.

Both the Nurture organisation and the individual they are supporting should be based in Lambeth. The income threshold for nurture organisations does not apply, however they will need to have been established and operating for at least 12 months prior to the application.

We are able to make a contribution towards the management costs of the nurture organisation of a maximum of 15% of the project budget.

You will need to complete the application form with a member of staff or volunteer at the organisation – there are some questions that you will need to answer and some that the organisation will need to answer. The application must be submitted by an authorised person at the organisation.

It should be noted that much of the grant correspondence is generated by The London Community Foundation's automated system and these emails will go directly to the contact email of the nurture organisation contact. This will include notification of the outcome of the application. **It will be the responsibility of the nurture organisation to keep the individual updated of all email and other updates sent from The London Community Foundation.**

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