

# Lambeth Wellbeing Fund

Fund guidelines

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## About the Fund

We are delighted to offer the Lambeth Wellbeing Fund for the eight year, thanks to a continued partnership with NHS South East London 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 Together 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.

Funds are targeted towards the improvement of the health and wellbeing of **adults** across the whole of the borough of Lambeth.

## Application Support

If you need help in understanding the fund priorities or would like to discuss your application the following sessions are available:

### **Lambeth Wellbeing Fund Workshops**

The workshops 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. See <https://londoncf.org.uk/grants/lambeth-wellbeing-fund> for dates and to book.

### **Lambeth Wellbeing Fund Applicant Appointments – 20 mins bookable slots**

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We are offering 20-min surgery slots throughout January for you to applicants who have questions relating to their application. These slots will be available to book through the online application portal once you have started completing your application form.

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 or email [applications@londoncf.org.uk](mailto:applications@londoncf.org.uk).

## 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*.



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](http://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.

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## Criteria

Projects will also need to address the following criteria.

### All projects **must**:

- Be primarily working with Adults (18+);
- 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;
- Be led by the communities who will benefit

### Project should work with one or more of the following priority groups:

- People living with long term health conditions
- Young Adults (18-25) who are disabled
- Young mums (18-30) (intergenerational projects with young mums under 18 will also be considered)
- Isolated elderly people
- Carers
- LGBTQ+
- People of colour
- Refugee and asylum seekers and people with no recourse to public funds

**In Round 8 priority will be given to organisations and individuals who have not received a previous grant from the Lambeth Wellbeing Fund.**

## Who can apply?

- Individual Lambeth residents or groups of residents (must have support of an organisation that can hold the funding for you and act as a 'nurture organisation'). **Please read Appendix A – Applying with a Nurture Organisation**
- Lambeth based registered charities, Community Interest Companies (CICs) limited by guarantee, Charitable Incorporated Organisations (CIOs), Companies Ltd by Guarantee (without shares), constituted community groups and TRAs **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.

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## All organisations applying (including nurture organisations) must have:

- **Governance:** You must have at least three unrelated members legally responsible for the governance of the organisation; Trustees/Directors/Management Committee as appropriate to your structure. Please note that this refers to the highest level of governance, a Management Committee that sits below a board of Trustees (e.g. charities, CIOs) or Directors (CLG or CICLG) does not count towards this.
- **Bank account:** A bank account in the same name as the organisation applying with a minimum of two unrelated signatories must be in place by the start of the grant.
- **Safeguarding:** You must have a safeguarding policy in place that has been reviewed in the last 12 months and meets the requirements as listed in our [Safeguarding checklist](#).
- **Previous LCF funding:** All conditions from any previous London Community Foundation grants must be completed and there must be no current outstanding monitoring at the time of application.
- **Registration:** If the income for charitable purposes is more than £5,000 at the point of application, organisations must have submitted an application to register to Charity Commission or the relevant regulator (e.g., Companies House, CIC regulator or Financial Conduct Authority).

If the LCF grant will take the organisation over £5,000, please visit [this website](#) for guidance on setting up a charity, including information on legal structures.

## Grant Size

Grants of between **£1,000 and £5,000** per year are available for projects of up to 12 months

## Grant Start and End dates

Projects should start as soon as possible after 15<sup>th</sup> April 2024 and end no later than 14<sup>th</sup> March 2025.

## 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](http://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 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
- Yoga classes for women who are victims of domestic violence and abuse;

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- 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;

## What can't we support through this Fund?

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

- Organisations that do not meet LCF's key [eligibility criteria](#)
- Organisations which have a live grant from the Lambeth Wellbeing Fund
- 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
- Organisations with fewer than 3 trustees / management committee members
- 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**

## 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/LambethWellbeingR8>

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

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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.

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 (or your nurture organisation) need to submit are:

- A **signed** copy of your 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 (must have a date of review within the past 2 years)

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

## Deadline for applications

**Midday on Wednesday 31<sup>st</sup> January 2024** (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.

Please note that evaluation of the programme including information from individual end of project reports will be compiled and made publicly available.

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

Applicants will be notified of the outcome of their applications by early April 2024 and will be expected to begin as soon as possible. Notification will be sent by email to the organisation/nurture organisation contact.

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## 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:** Callum Stubbs, Grant Programmes Manager, [callum.stubbs@londoncf.org.uk](mailto:callum.stubbs@londoncf.org.uk)  
The London Community Foundation - 020 7582 5117

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### Lambeth Clinical Commissioning Group (CCG) and Lambeth Council

Project Smith is funded by NHS South East London and Lambeth Council. There is a strong emphasis on linking the local community with health providers, GPs and other services.

For groups wishing to work with adults in Lambeth 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](mailto:emma@rbeassociates.com)



#### NEED HELP?

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

Project Smith



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## 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.

Your Nurture organisation must meet LCF's [eligibility criteria](#) – if you have any questions about this please contact The London Community Foundation on 020 7582 5117.

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.**

We recommend that an agreement is drawn up between yourself and the organisation stating how your relationship will work, 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. Some of the points to discuss and agree with your nurture organisation include:

- What support do you need?
- What support is the nurture organisation able to offer?
- What fee will they charge (up to 15% of the project budget)?
- How will you communicate/meet and how frequently?
- Who will be responsible for keeping track of project spending and monitoring?
- How will you access the funding once it is paid to the nurture organisation?

**The London  
Community  
Foundation**

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