

‘5 Ways to Wellbeing’ Small Grants Scheme

Application Guidance Notes 2018/19

1. Introduction

These notes are designed to help you with your application to the Five Ways to Wellbeing Small Grant Scheme. Please read them before completing the application form as they will provide you with some useful information.

Having read these guidelines, if you have any questions, please contact Derbyshire Dales CVS on 01629 812154 or email enquiries@ddcvs.org.uk

2. What is the grant scheme about?

The aim of the fund is to improve the mental wellbeing of people living in Derbyshire by providing community based activities and services that help people to access the ‘Five Ways to Wellbeing’.

What is mental wellbeing?

Mental wellbeing can take many different forms, but a useful description is ‘feeling good’ and ‘functioning well’. Mental wellbeing is more than just happiness, it includes feelings of contentment, enjoyment, self-confidence and self-esteem. It’s about feeling that you can do the things you want to do and live in a way that is good for you, and having the resilience to cope when times are tougher than usual. Good relationships, which bring joy to you and those around you are also part of mental wellbeing. Physical and mental wellbeing are closely related and so overall wellbeing involves both the mind and the body.

The Five Ways to Wellbeing are a set of national evidence-based actions (developed by the New Economics Foundation) which promote people’s wellbeing. They are **Connect, Be Active, Take Notice, Keep Learning and Give**. These activities are simple things that individuals can do in their everyday lives which have been proven to help improve people’s mental wellbeing.

So if your group or organisation helps people at higher risk of mental ill health meet one of more of the following ‘Five Ways to Wellbeing’ then you may consider applying for a grant:

You do not have to meet all five, but you do need to meet AT LEAST one of the Five Ways to Wellbeing. These are: -

Connect

- ✓ with the people around them, with family, friends, colleagues or neighbours
- ✓ at home, work, school or in their community
- ✓ help people to think of these as cornerstones of their life and invest time in developing them
- ✓ building these connections will support and enrich people every day

Be Active

- ✓ go for a walk or run, cycle, dance
- ✓ step outside
- ✓ play a game
- ✓ garden
- ✓ exercising makes people feel good
- ✓ discover a physical activity they enjoy and that suits their level of mobility and fitness

Take Notice

- ✓ be curious; 'catch sight of the beautiful' or 'remark on the unusual'
- ✓ savour the moment, whether they are walking or at work, eating lunch or talking to friends
- ✓ help people to be aware of the world around them and what they are feeling; reflecting in their experiences will help people to appreciate what matters to them

Keep Learning

- ✓ try something new
- ✓ rediscover an old interest
- ✓ learn to play an instrument, or how to cook a favourite food
- ✓ set a challenge they will enjoy achieving
- ✓ learning new things will make people more confident as well as being fun

Give

- ✓ Do something nice for someone
- ✓ Volunteer or give their time to a community activity

NB: These examples are not exhaustive and you may have many other ideas for helping people to Connect, Be Active, Take Notice, Keep Learning and Give.

Where possible, design your project / activity to include all 5 elements of the Five Ways to Wellbeing.

For example a 'walking group' could include all elements of the Five Ways in the following ways:

- Connect - ensuring the group is inclusive and has social elements like coffee breaks.
- Be Active – different levels of walks depending on ability i.e. beginners or advanced.
- Take Notice – themed walks such as nature trails and photography walks.
- Keep Learning – heritage trails, walk leader course.
- Give – providing support, advice, and encouragement to other members of the group.

3. Who can apply?

Applications are welcome from voluntary, community or faith groups / organisations, including Community Interest Companies (CICs), that offer activities or services in the Derbyshire Dales. Your group, organisation or CIC must have:

- A constitution or set of working rules which clearly states the aims of the group / organisation / CIC.
- A bank account in the name of the group with at least 2 unrelated signatories.
- Appropriate safeguarding policies and procedures (for projects involving vulnerable adults, children or young people).
- Appropriate insurance

We would normally expect applicants to have a management committee of at least 3 unrelated people, however if this isn't the case for your organisation please talk to us first, before you apply.

If you have an idea for a project but not a constitution or committee as yet, please contact Derbyshire Dales CVS for advice on 01629 812154 or email enquiries@ddcvs.org.uk

You are not eligible to apply if you:

- are a statutory organisation
- are an individual or sole trader
- are applying on behalf of another group / organisation
- make a surplus or profit which is not principally reinvested for social benefit
- if your turnover is regularly over £50,000 per annum

4. How much can I apply for?

Grants are for up to **£1,000**.

Grant money must be spent and your project completed, within one year of receiving the award.

5. Grant criteria

- Delivery staff from the applicant's group / organisation must have attended or must have signed up to attend Mental Health Awareness training.
- Applications must be aimed at increasing understanding of, and participation in, the '5 Ways to Wellbeing' for people who are at higher risk of developing mental ill health.
- Applications must demonstrate an understanding of the needs of the target group.
- Applicants can apply for capital costs but these are limited to small items of equipment required to deliver the project. An application based solely on capital costs will not be accepted.
- Applicants can apply for revenue costs that will enable the project to be delivered.
- Applications for meals out will not be considered but associated transport costs can be considered
- Applicants must provide all relevant supporting documents as part of the application.
- A short monitoring form will be required six months after the allocation of any grant award and or on completion of the project, whichever comes first. There will be an expectation that you will provide information about the success of your project, outcomes, impact and a case study. A short end of project statement will also be required.

6. What can (and can't) be funded?

Derbyshire County Council Public Health recognises that there is a wide range of ways in which groups / organisations help people to Connect, Be Active, Take Notice, Keep Learning and Give and so are not prescriptive in saying what can and can't be funded. We are seeking to support innovative projects and new ways of helping **people who do not easily engage in activities that improve their health and wellbeing**.

We are particularly looking to fund **new projects or activities** that take an 'assets based approach'.

This means building on or developing the skills, knowledge and capabilities of local residents within your project.

The following **cannot** be funded by this grant scheme:

- activities or events which have taken place prior to the letter from Derbyshire Dales CVS offering a grant
- clinical service provision (this includes counselling)
- statutory services
- payments to, or gifts for individuals
- political events or activities
- religious organisations (unless the main activity or event is about health)
- child care provided by unregistered childminders
- any kind of private enterprise
- the refurbishment of buildings
- mandatory training, required by law
- core (organisational) running costs

7. Application process

How to apply

If you are interested in applying for a Derbyshire County Council Public Health - '5 Ways to Wellbeing' Small Grant and you are eligible to apply, please complete the grant application form.

The application pack can be downloaded from www.ddcvs.org.uk/projects

Alternatively you can email enquiries@ddcvs.org.uk and ask for a pack to be emailed to you or call 01629 812154 and ask for a pack to be posted to you.

Please read the instructions carefully and answer them as fully as possible.

Please return the signed application by post or email to Derbyshire Dales CVS by Thursday 31st January 2019 at 5pm.

Email: enquiries@ddcvs.org.uk

Post to: Derbyshire Dales CVS (Five Ways to Wellbeing), Agricultural Business Centre, Agricultural Way, Bakewell, Derbyshire DE45 1AH

How will your application be assessed?

Applications will be assessed by a panel that will consist of nominated representatives.

CLOSING DATE for applications – 5pm on Thursday 31st January 2019

Please be aware that Derbyshire Dales CVS reserves the right to claim back any grant that is not spent as outlined in the application and agreed by the assessment panel.