



'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 Bryony White on: 01246 555908 or email: bryony@dva.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 individuals can do in their everyday lives which have been proven to help improve people's mental wellbeing.

So if your group / organisation helps people at higher risk of mental ill health meet the following (do not be put off applying if you are finding it difficult to meet all Five Ways to Wellbeing, let us know, we can help), then you may consider applying for a grant:

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 a friend, or a stranger
- ✓ 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.

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 delivering services in **Bolsover, Chesterfield or North East Derbyshire**, who have:

- A constitution or set of working rules which clearly states the aims of the group / organisation.
- A management committee comprising of at least 3 unrelated people.
- 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).

If you do not have a constitution, please contact Derbyshire Voluntary Action on: 01246 555908 or email: bryony@dva.org.uk. Derbyshire Voluntary Action may be able to administer the fund on your behalf.

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

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:
 1. Homeless people
 2. Carers
 3. Drug and alcohol users
 4. Victims of domestic abuse
 5. People with visual, hearing and speech impairments
 6. Travellers
 7. Black, Minority and Ethnic groups (BME)
 8. Unemployed people
 9. Routine and manual workers
 10. Single parents
 11. People with a learning disability
 12. People with mild mental health problems
 13. People from socially isolated and rural communities
 14. Offenders and ex-offenders
 15. People from communities in Quintile 1
 16. Vulnerable elderly
- 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. Costs for transport, trips and social outings that include meals are not eligible items. However, if there is a transport implication required as part of the project to enable participants to access the project this will be permissible. It is unlikely that on-going rent will be eligible. Costs to hire facilities for the project will be eligible.
- 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 Voluntary Action offering a grant
- clinical service provision (this includes counselling)
- statutory services
- payments to, or gifts for individuals
- political events or activities
- religious events or activities (unless the main focus is health)
- child care provided by unregistered childminders
- any kind of private enterprise
- the refurbishment of buildings
- mandatory training, required by law to provide
- 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 are eligible to apply, please complete the grant application form. The application pack can be downloaded from the Derbyshire Voluntary Action website: www.ndva.org.uk. Alternatively you can either email: bryony@dva.org.uk or call: 01246 555908.

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

Please return the signed application to Bryony White by:

Email: bryony@dva.org.uk

Post to: Derbyshire Voluntary Action (Five Ways to Wellbeing), Offices 2a - 2c, The Market Hall, Chesterfield S40 1AR

How will your application be assessed?

Applications will be assessed by a panel that will consist of nominated representatives of Derbyshire County Council Public Health locality teams for Bolsover, Chesterfield and North East Derbyshire and Derbyshire Voluntary Action.

CLOSING DATE for applications – 5pm Friday 8 March 2019

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