



Lancaster Community Wellbeing Fund

Community Celebrations Month

Pop Up Fund Guidelines

Overview

The Lancaster Community Wellbeing Fund has distributed £43,256.00 across 27 voluntary sector organisations during the 2022-2023 financial year.

The fund has specifically been to improve the health and well-being of individuals and communities through the delivery of practical activities and projects that have a direct impact on improving physical and mental well-being, for example knit and natter sessions, walking for health groups, art/crafts-based activities.

We now have just £5000 remaining to distribute across Lancaster District communities to enable people to come together, connect and celebrate, in the knowledge that social connections have a hugely positive impact on people's well-being.

There are lots of reasons for people to come together, connect, celebrate and party in May 2023, not least of which we have the King's Coronation (weekend of the 6th - 8th) with the additional bank holiday and the Eurovision Song Contest (9th - 13th) hosted in Liverpool on behalf of last year's winner Ukraine. In fact, there is a national day of celebration for something on just about every day of the month (for example National Apple Pie Day May 13, National Pizza Party Day May 19th, National Armed Forces Day May 21st and National Smile Day May 31st)

We'd love to fund lots of Coronation Parties but appreciate that people may choose to come together for other reasons whether social, religious or in celebration or commemoration of something or someone.

The main Wellbeing Fund programme has been aimed at smaller local organisations providing activity to make a positive difference to people's lives. However, for this pop-up fund applications from larger organisations will be considered as long as the activity is focused on grass-roots community activity.

We will be making awards of up to £300 to help with providing the party resources your group needs to make a celebration to remember.

Who can apply?

We would like to encourage any voluntary or community group in the Lancaster District to apply.



The following organisations are eligible:

- Unincorporated community groups with a constitution or set of rules
- Unincorporated small charities (income under £5k) with a constitution or set of rules
- Registered Charities
- Faith groups
- Asset-locked Social Enterprises
- Schools (for non-statutory provision only e.g. afterschool clubs, PTA led activities)
- Parish Councils

Those without a formal constitution are asked to seek support from an established organisation or group. If you are unsure how to go about this, please get in touch with us.

You will also need to be a current member of Lancaster District CVS to apply for an award. If you are not sure whether you are a current member, please contact sharonphillips@lancastercvs.org.uk to check your status. If you need to join, you can do so by visiting www.lancastercvs.org.uk/join - it only takes a couple of minutes to complete and is free of charge.

Please note - we cannot fund individuals or street parties arranged by residents. This fund is for organised community activities provided by constituted community groups only.

What is the focus of the fund?

The fund is to help with the purchase of resources that will help make your party or activity an event to remember. For example:

- Coronation / Eurovision Flags or memorabilia
- Balloons
- Bunting
- A celebration cake / cakes
- Party packs for attendees

Money received from the fund can't be used to purchase alcohol.

How much is available?

Up to £300 is available depending on the size of your party. You'll be asked in your application to provide some detail on what you require the money for, so be realistic in how much you ask for.

Which areas are covered?

The Lancaster district as defined by Lancaster City Councils limits i.e., Lancaster, Morecambe, Heysham, Carnforth and surrounding rural areas. We are keen to ensure a good geographical spread so will be looking to choose a selection of applicants from across the district.

**Criteria**

Priority will be given to those groups working in disadvantaged and rural areas of the community and to smaller grassroots groups with low-income levels.

The on-line application is quick and easy, reflecting the small award amounts.

Supporting documents

To support your application, we recommend that you enclose any of the documents you have from those listed below. If you are struggling to supply these, please contact us for advice and support.

- A copy of your governing document i.e., your constitution or rules
- A copy of a recent bank statement for your group

All applicants must ensure that they hold relevant policies and procedures in place to undertake activities, such as safeguarding policies, DBS checks and/or a health and safety policy, depending on proposed activity.

Closing Dates

Applications can be made anytime from Friday 14th April, right through the month of May. Applications will be reviewed, and decisions made on whether the request meets the criteria for funding on a weekly basis and your organisation will be informed of the outcome.

Awards will be provided on a first submitted, first considered basis until all the fund is allocated.

If you have any queries about this pop-up fund, or about how to apply, please do not hesitate to get in touch with us by emailing sharonphillips@lancastercvs.org.uk or by ringing CVS on 01524 555900