



Community Health Champions Fund – Phase 2

Information & Guidance for Applicants

Lancaster District CVS is working with Lancaster City Council to distribute grant funding (originating from the Department for Levelling Up, Housing and Communities) to support our communities in talking about their health and wellbeing.

The Community Health Champions Fund aims to create community education opportunities which promote healthy behaviours, tackle public health issues, and reduce health inequalities across the district. Organisations can apply for grants between £500 and £10,000 to run projects and events supporting this aim.

Public health issues in the district include low levels of physical activity, alcohol and drug abuse, smoking, cancers, cardiovascular health, respiratory health, mental health, and neurological conditions. If you would like further information about health in our area, Lancashire & South Cumbria ICB provide some [regional-level statistics and comparisons](#), while the [Office for Health Improvement and Disparities' Local Health website](#) provides statistics down to ward level.

What can we fund?

You can apply for up to £10,000, for activities beginning no earlier than 1 August 2023 and lasting for up to 12 months.

Eligible costs include:

- Workshops or informal education sessions
- Events and activities that bring people together to discuss health and wellbeing
- Training and other support for staff, volunteers and community members to help them support others with their health and wellbeing
- Removing barriers to accessing health services or your activities, such as travel, childcare etc.
- Providing incentives, relevant to your project and the aims of this fund, to encourage people to attend or engage. These must be non-cash incentives, for example a healthy meal, basic exercise equipment, or vouchers providing access to services provided by a third party.
- Producing information in different languages and accessible formats
- Working with local authorities and the NHS to identify locations and communities that would benefit from special interventions such as pop-up clinics

These are examples - other relevant project ideas will also be considered.

Support

If you have ideas for a project which could fit the purpose of this fund, our team is available to discuss and develop these ideas with you. Get in touch with Jenny Reddell, Community Health Officer, by email at jennyreddell@lancastercvs.org.uk or by phone on 01524 555900.

We will hold two briefing sessions where Jenny will be available to discuss the fund and answer your questions.

Online - Tuesday 13 June from 4pm until 4pm via Teams - book at <https://www.trybooking.co.uk/CKEV>

In person - Thursday 15 June from 1pm until 2pm at The Centre @ St Tees, Lancaster - book at <https://www.trybooking.co.uk/CKHY>

Working together with our local NHS, LDCVS can offer access to Health Coaching Training, giving your staff and volunteers the skills to support people to make behavioural changes which lead to improved health and wellbeing. Bursaries are available to help cover the costs of time taken to attend the course. If this is something you'd like to access, we can help you make arrangements.

Who can apply?

We are encouraging all community groups, charities, faith and social enterprises to apply for grant funding to run health and wellbeing activities within their communities.

Priority will be given to organisations working with people aged between 20 and 40 years, living in the following wards:

- Bulk
- Castle
- Harbour
- Heysham North
- Poulton, Skerton East
- Skerton West
- University & Scotsforth Rural
- Westgate.

We also encourage applications from all wards in Carnforth and the rural areas of our district, and for projects which priority to seldom heard populations.

We are asking all applicants to consider who they could work with to make sure that their staff, volunteers and community have access to relevant knowledge and expertise as part of their project's activities. These could be people from other organisations who you plan to bring in to support activities and share information.

We make grants to groups and organisations providing activities with a charitable purpose.

- Receiving organisations do not need to be registered charities, but the activity for which they seek a grant must address the aims of this fund.
- The application must be made on behalf of an organisation, not by an individual.

- Activities that cannot be funded include projects/events that have already taken place or been paid for, contributions to major appeals, activities promoting political or religious beliefs.
- You must be a member of Lancaster District CVS. Joining is free and you can sign up [here](#). If you are unsure, please contact us on hello@lancastercvcs.org.uk
- We are particularly interested in hearing from groups focusing on working with young people, BAME, refugee and asylum seeker communities
- Activities need to take place within the Lancaster City Council boundary

If you've received a Community Health Champions Fund grant before

Groups and organisations which have already received a grant from this fund can apply again, either for a completely new project or to continue their previously funded activities.

If the project we funded is now complete (you have spent the whole grant and finished delivering the funded activities), we must have received a completed evaluation form before the application deadline.

If the project is not yet complete – which means you have not spent the whole grant or have not finished delivering the funded activities – you must complete and send the evaluation form based on your progress to date and clearly mark it as an interim update. Once your project is complete, return the form again to report on the full period.

How to apply

To create an application, you must have or create an account with our online grant portal at morecambebay.grantplatform.com.

How much is available?

You can apply for up to £10,000 for your project. We anticipate awarding around eight grants, with an average grant value of approximately £7,500

Deadlines

Applications must be submitted by midnight on Sunday 9 July 2023. We anticipate informing applicants of our decisions and completing grant payments by 31 July.

You will need to supply:

- a copy of your memorandum and articles of association, constitution, or rules – whichever is applicable to your type of organisation
- a bank statement (or bank welcome letter for a recently opened account) dated from within the last three months, showing the bank's logo, your organisation's name and address (matching that given in the application), and the details of the account (sort code, account number, roll number if applicable)
- evidence of public liability insurance
- a safeguarding policy (if applicable to your project's activities)
- your Equality & Diversity statement or policy or similar

Assessing the success of your project

LDCVS and Lancaster City Council will continue to engage Alan Chapman as an external evaluation worker for this second phase of the grant programme. Having an independent assessment of projects and the way the fund has been structured and run is essential to help us to get a full picture of how Community Health Champions grants have supported people and shaped our health landscape over the past 2 years.

The evaluation will gather, assess and report on quantitative and qualitative project data. If you are offered a grant through this fund, the evaluation process is as follows:

- You will be sent an Evaluation Questionnaire along with your Grant Agreement at the start of the project.
- This questionnaire needs to be completed at the end of the project (within a month of the project end date).
- In addition, Alan will visit your project up to 3 times (early on, mid-way through and at the end) during the lifetime of the project to gain insight and qualitative data about how things are progressing and feedback any challenges to CVS.

Questions

If you have any questions regarding the fund or the application process, please do get in touch with Jenny by email at jennyreddell@lancastercvs.org.uk or by telephoning 01524 555900.