**Bay ICC and PCN local investment fund (2024-25**)

**(Integrated Care Community & Primary Care Network)**

We are delighted to be able to offer a small investment fund to organisations in the locality to help improve health inclusion and reduce health inequalities in our area. Bay ICC and PCN are not commissioners of services. Our local investment fund is available because we review our budgets and make available to our partners any forecast underspend from projects that support the health inclusion, integration and population health agenda.

**Foreword:**

*To all our local partners & colleagues*

*Thank you to all of you who gave your views on what our local priorities should be for this round of local investment funding and where it should be focussed.*

*In Bay we a truly grateful for the invaluable support provided within our community by all our partners and colleagues. There is no doubt that many people in our population face significant challenges and the work that goes on to help keep people well, supported and to really make a difference to lives is humbling.*

*There are a few local funding sources available, and we are keen to make sure this small fund can help support initiatives and ideas for our community that may not be able to get funding via other routes.*

*We are very proud of the work that goes on in the area and especially the partnership working and relationships that have been forged in Bay, it is an absolute honour and pleasure to be part of the ICC and PCN (Bay)*

*With thanks on behalf of all of us in Bay*

*Amanda Davey* *& Dr Gemma Barrow &* *Dr Joanne Price*

*(ICC clinical lead)* (*ICC Clinical Lead) (PCN Clinical Director)*

**Fund information and questions**

**Who can apply?**

1. Applications are encouraged from local organisations, charities, and constituted groups who provide support to the community within the Bay PCN and ICC footprint. The footprint covers Morecambe (Heysham, Poulton, Overton, Middleton, Westgate, Harbour (West End) and Bare).
2. Applications from organisations who intend to use this fund for communities or developments outside of the Bay PCN & ICC locality will not be considered.
3. If your group covers the Lancaster district, please be very clear in your application how this fund will provide **additional** support to the Bay ICC and PCN population on top of any services that you provide district wide.
4. Organisations applying must have a bank account for their group, organisation or business. We are unable to make any payments to personal accounts.
5. Applicants should have in place policies and procedures that provide sufficient assurances that any activities will be delivered safely within our communities and that staff and volunteers have appropriate training & skills. You may be asked to provide safeguarding and other governance documents.

**How much can be applied for?**

The total value of the investment fund for 24-25 is **£17,500.00**. We encourage partnership working and applicants may wish to consider a joint application with another partner/s.

**The amount that can be applied for is between £1,000.00 and £3,000.00.** We are not sure how many applications will be received but from previous rounds know that the applications always exceed the total value of our fund.

We will consider applications for less than £1000.00 but ask that you consider if other funding pots may be more suitable – you can view other available funding on the Lancaster district CVS website – <https://lancastercvs.org.uk/funding-opportunities/>

**Organisations groups cannot make more than one application to this fund (in this round), but applications may cover more than one initiative and/or project.**

**What kind of things can be applied for?**

One of the things that we know about Bay is that it is full of great people, organisations and groups who are passionate about the area, who understand our community and have great ideas. There is no ‘specific’ exclusion for the use of this fund so long as it benefits the population in Bay, however, following our ICC conversations and survey we strongly encourage applications that meet the following criteria:

**Area**

* Has a focus on supporting people living in the wards of; Harbour (West End), Westgate, Poulton and Heysham North and Overton.
* Projects may serve the wider Morecambe area.
* This fund **must** be used to benefit the population served by the Bay PCN & ICC. If your work covers the Lancaster district, please be clear in your application how this investment would bring additional benefit to the population in Bay PCN & ICC on top of services you may already deliver.

**Priorities**

* Services/support that helps ‘hold people’s hand’ to access community support. Specifically for people who had low level mental health need that just needed a helping hand and some support.
* Initiatives that ensure that our population who are housebound get opportunity to be part of local community and get more support with their general health and wellbeing
* Solutions that help with transport to enable people to access community groups and activities, especially if people cannot use public transport or do not have easy access to it.
* More provision of activities for young people who have special educational needs and/or disabilities in the area.
* Support for our community with form filling and help to understand communication from statutory organisations.

**When is the deadline for application and when will outcomes be known?**

* The deadline for applications is 5pm on Monday the 16th of September 2024
* Applications received after 5pm on 16.9.24 will not be considered under any circumstances – sorry ☹.
* The panel will meet on 4th October 2024
* Outcomes will be communicated by 5pm on Tuesday 8th of October 2024
* Official award letters to successful applicants will be sent with invoice instructions by 5pm on the 9th of October 2024
* Invoices will be paid within 30 days of receipt.

**How do you apply?**

Hopefully the application form is O.K. It has been produced by the panel, many of whom have completed many funding applications in the past! Applicants need to complete the sections in this document and email it back to [bay.icc@mbht.nhs.uk](mailto:bay.icc@mbht.nhs.uk) .

**What is the word limit?**

There is a maximum word limit in some of the sections. **This is the word limit not a target** – so if you can say what you need to in less words, please do so. Equally we will not penalise applications if they go **slightly** over.

**Will you confirm receipt of my application?**

Yes, you will get an email back saying it has been received.

**Will the panel let us know if something in the application isn’t clear enough?**

If there is something in your application that we don’t quite understand or needs some more explaining, we will be back in touch prior to the panel meeting. If we do get in touch with you, please respond to the questions asked by the date given, if you can’t the panel will consider your original application as it stands without the clarification that was being sought. If you have replied then the clarification and additional information you supplied will be taken into consideration alongside your original application to inform decision making.

**How will decisions be made?**

We have assembled a panel made up of community partners. The Panel has 9 members representative of people who; live, work and/or volunteer in the area (or all three!). We are confident that the panel is a great representation of the statutory and VCFSE organisations in Bay, the communities they serve and the area. We will score applications, and all come together for a final panel meeting where all applications will be discussed, and decisions made. Any panel member with a conflict of interest regarding any application will not be involved in any aspect of the decision-making process for that application.

**Will we get feedback if not successful?**

Feedback will be provided on request. We know that the amount we have is not going to be able to support all applications that will be received, we wish it was!

**What if I still have questions?**

Please do feel free to contact us with any queries by email at [bay.icc@mbht.nhs.uk](mailto:bay.icc@mbht.nhs.uk) or by phone 07492 629175 (leave a message if we don’t answer we will call back).

**The application** **form**

**Section 1: Contact details and about your organisation**

|  |  |
| --- | --- |
| Organisation name |  |
| Address |  |
| Email contact |  |
| Telephone contact |  |
| Named contact person |  |

|  |  |
| --- | --- |
| Does your organisation have in place the relevant policies/procedures e.g. Safeguarding? |  |
| What type of organisation/ group are you part of, e.g. charity, constituted group, community interest company etc? |  |
| Do you have a charity, company, organisation bank account? |  |

**Section 2: What would you like to do?**

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| --- |
| 2a. Give a brief description of what you would like to deliver (word limit 250) |
|  |
| 2b. Who will the initiative benefit and how many people will it support? (Word Limit 100) |
|  |
| 2c. What will the impact be for people who access? (Word limit 250) |
|  |
| 2d. Where and how will the work take place? (Word limit 50)  *Locations of activity, face to face, on-line* |
|  |

**Section 3: Why is it needed and what next?**

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| --- |
| 3a. If this is a new initiative, please tell us why you feel it is needed in the area? (Word limit 200)  *If it is not a new initiative, you don’t need to fill in this section* |
|  |
| 3b. If you are requesting funds to support and/or enhance existing work, please tell us what is working well and why this funding is needed. (Word limit 200)  *If it is a new initiative, you don’t need to fill in this section* |
|  |
| 3c. When would it start and end. If it is sessions/ groups, please tell us the frequency and length. (Word limit 100) |
|  |
| 3d. What happens when this funding runs out? (Word Limit 200)   * *Tell us if you would use the funds to bridge a gap with a view to securing further funding.* * *Let us know if elements of the initiative will be longer term* * *Or let us know how people accessing the initiative would be supported when the funding stops – we want to make sure they are not just left feeling abandoned.* |
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**Section 4: Reporting back**

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| 4a. Tell us about how you will measure impact. We do not want this to be onerous but need demonstrate accountability for use of this fund. (Word limit 200)   * *Number of people supported* * *Case studies / quotes / photos* * *Outcomes for people who have accessed* |
|  |
| 4b. Would you be happy to present at a future ICC or PCN meeting about the project and impact (Word limit 1) |
|  |

**Section 5: Finance**

|  |  |
| --- | --- |
| Total amount requested |  |
| **Estimated** breakdown for use of funds requested (examples of how you may break this down are below add or remove as appropriate) | |
| Staff costs (rate per hour/number of hours) |  |
| Room costs (frequency/ rate etc) |  |
| Refreshments |  |
| Staff/Volunteer expenses |  |
| Management costs |  |
| Equipment |  |
| Other expenses (Please specifiy) |  |

Please tell us anything else you would like to about the initiative that you want to say but haven’t had chance to in the other sections of this form

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Please return by 5pm on Monday the 16th September 2024

Many Thanks