



Live Well Wakefield Small Grants

Funded by



Supporting Information

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Aim of The Fund

The Live Well Small Grants Scheme (LWSG) aims to support new and established Voluntary, Community and Social Enterprise (VCSE) groups and organisations to build capacity and deliver projects to support the Live Well Wakefield (LWW) social prescribing service to people over the age of 18.

The fund will support LWW clients in improving or managing their health and wellbeing in line with the overarching aims of the LWW service.

Background

The LWW social prescribing service aims to build on individual and community strength and ensure that people can access resources in their communities or places of choice that will **enable them to feel happier and healthier**. We value and build on the skills, knowledge, connections, and the potential that all people and communities have to offer. **We empower people** – instead of doing things for people, we help people and communities to do things for themselves, leading to long-term and sustainable change.

The LWSG scheme has been developed and refined to increase capacity at a community and grassroots level, targeted at needs identified through the LWW service and other local intelligence.

Funding will be made available primarily to increase the provision of services available for LWW clients. This will be achieved by:

- **Developing new community services which respond to gaps identified within communities**
- **Increasing the sustainability of existing grassroots community services**
- **Scaling up existing provision to meet demand**

Funding Levels

LWSG will be administered by Nova Wakefield District using Wakefield District's Third Sector Framework (TSF), a partnership approach developed locally to distribute funding and other capacity building support to the VCSE sector.

For more information, including how to apply if you are not already a member, please visit [Nova's website](#).

TSF membership is based on a three tier model related to annual turnover. The tiers do not reflect a hierarchy and as such, we would encourage you to bid for the level of funding required to successfully deliver your project or intervention. This **must not exceed 50% of your annual turnover**.

We recognise the value of continuity and establishing relationships, and for that reason **we are now considering applications for two years of funding at a maximum of £10,000 per year**. We expect the grant fund to be oversubscribed and therefore multi-year grants will only be considered in circumstances where you can clearly demonstrate:

- How the additional period supports long term sustainability
- Clear evaluation methods
- An existing relationship / referral pathway with the LWW service

Eligibility

Applications will be welcomed from voluntary groups, community groups, sports clubs, leisure clubs, charities, community interest companies, limited companies, and social enterprises. You must be aged 18 or over to make an application.

We encourage applications from new groups. Contact us and we will guide you through the application process if required.

As a minimum:

- Activities must take place in Wakefield District.
- Activities must be for the benefit of people over the age of 18.
- Your project must support referrals from the Live Well Wakefield service.
- You must have a bank account in the name of the organisation to receive funding or have permission from another organisation to receive the funding on your behalf as a referee. Payment cannot be made to personal bank accounts.
- You must have valid employers (if applicable) and public liability insurance in place with a minimum cover value of £1 million. If you do not, you can include the cost of the insurance in your application (we can support you with attaining insurance cover).
- Applications from organisations operating at an upper threshold limit of income of £2 million per year must demonstrate a working partnership with an appropriate local VCSE organisation at a lower income to deliver any project.

What We Will Fund

The LWSG Fund aims to support the activities of local community or voluntary groups and projects that contribute positively to the quality of life, mental wellbeing and improved health of people and communities.

We will fund:

- New services or activities that support social prescribing.
- Existing services supporting social prescribing that will create additional capacity.
- Expansion of your service or activities into other areas of Wakefield District.
- Projects where you evidence a recognised need for the activity or service. We want to hear how you have identified this need, who you have consulted and when this consultation took place.

This must relate to the theme/s identified for this round of funding. Please refer to the funding page of Nova's website for specific details, as applications that do not respond to the theme/s will not be considered for shortlisting.

We want to ensure that projects will have a lasting impact and will continue once the funding ends. We want to hear how you plan to continue the project once this funding comes to an end.

Please consider what you will need to make your project a success. This could be materials, equipment, room hire costs, publicity, volunteer expenses, management costs and staff time.

We also encourage applications to look at how they make their offer inclusive and break down barriers to attendance. This may include additional publicity costs to produce materials in languages other than English, translation costs, an accessibility fund, or other cost within reason.

We will not fund:

- Activities that have already taken place.
- Activities supporting political or religious beliefs.
- Individual campaigns.
- One-off events, such as conferences, trips, seminars, master classes, summer schools, single commissions, or productions.

Monitoring And Evaluation

Organisations and groups whose applications are successful will be required to complete monitoring and evaluation reports to demonstrate the impact of the funding.

We will also contact you during the project period to arrange monitoring visits.

We will want details of:

- The number of people who have benefitted from the project.
- Any feedback you have received from beneficiaries.
- Any evaluation forms you have used (specific to the intervention delivered).
- How many staff and volunteers were involved in the project.
- The impact your service has made as a result of the funding.

We will also request a case study to further demonstrate the value of this work.

We will require you to provide a breakdown of how you spent the funding, and you must keep hold of receipts and invoices.

Decision Making

All applications will be reviewed by our funding panel who will make decisions based on factors including:

- Your project aims and objectives
- Costs of your project
- How your project meets the social prescribing need in the local area and how you link with LWW

We may contact you for further information if we need to.

How To Apply

Organisations are requested to submit an application form using [Nova's online platform](#). Full details can be found in the information accompanying this document.

If you are still uncertain of your eligibility or the aims of this grant fund, we will be delivering an online information session. You can find details about this in the communications accompanying this document.

Applications

All applications will be reviewed by a panel with representatives from Live Well Wakefield, Nova Wakefield District, The Third Sector Framework, Wakefield Council and a Community Anchor representative. Nova Wakefield District may also invite other panel members dependant on the specific themes of each grant round.

Dates of panel meetings and application deadlines will be published on the Nova website.

The panel will evaluate applications using their knowledge, expertise and insight into local communities to ensure the greatest possible benefit goes to the community.

You will be notified of the panel decision within **5 working days of the panel meeting.**

We may contact you if the panel require clarification or further information.

We expect to receive more requests for grants than we can fund, so unfortunately, some applications will not be funded.

Further Details

Live Well Wakefield Small Grants is administered by [Nova Wakefield District Limited](#), the local infrastructure charity that supports Voluntary, Community and Social Enterprise organisations working in Wakefield District. Registered charity number: 1143640

Funding for Live Well Wakefield Small Grants is from Wakefield Council and is distributed through the Third Sector Framework.



Third Sector
Framework