



**STEVE MORGAN FOUNDATION  
POSITIVE STEPS SOCIAL PRESCRIBING\*  
GRANTS PROGRAMME - CREWE**

**2019**

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\*positive community activities, to support the health and wellbeing of Crewe people, who are referred by health care professionals

**GUIDANCE FOR APPLICANTS**

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## **1.INTRODUCTION TO THE PROGRAMME**

A note from Steve Morgan (Steve Morgan Foundation) and Zoe Sheppard, CEO, (Cheshire Community Foundation).

Thank you for considering applying for funding through the Steve Morgan Foundation Positive Steps Social Prescribing Grants Programme - Crewe, which is focused on social prescribing, (sometimes referred to as community referral), which is a means of enabling GPs, nurses and other primary care professionals, to refer people to a range of local, non-clinical voluntary sector services.

This programme recognises that people's health is determined primarily by a range of social, economic and environmental factors and that social prescribing seeks to address people's needs in a holistic way. It also aims to support individuals to take greater control of their own health.

We have identified research by the Mental Health Foundation that 78% of GPs had prescribed an antidepressant in the previous three years, despite believing that an alternative treatment might have been more appropriate. The use of non-medical interventions has been shown to have powerful emotional, cognitive and social benefits, as a viable route to reducing social exclusion - both for disadvantaged, isolated and vulnerable people - and for people with enduring mental health problems.

Do take the time to read the full programme criteria. We look forward to receiving your application and seeing how social prescribing can make a difference to people's lives in Crewe.

**Steve Morgan**  
**Steve Morgan Foundation**

**Zoe Sheppard**  
**Cheshire Community Foundation**

## 2. PROGRAMME PARAMETERS

This programme wishes to strengthen the capacity of charitable/voluntary sector organisations to deliver a range of project activities in **Crewe**, to help service users, referred to them, from primary care/health professionals. It was felt that this support was particularly important, following on from the appointment of NHS England-funded Link Workers in Crewe, who will each be managing a caseload of people in need - and will be seeking appropriate activities to signpost to, for a range of non-medical interventions, support and activities.

**Programme activities must be targeted towards improving mental and emotional health and wellbeing - gaining support for life challenges and providing increased activities and opportunities to learn new skills, to enable improved self-confidence, self-esteem and have a better sense of belonging.**

This grants programme recognises, that “social prescribing” referrals regularly involve a variety of activities provided by voluntary and community sector organisations – including but not limited to advice and guidance, volunteering, arts activities, group learning, gardening, befriending, cookery, healthy eating, information and advice and physical activity.

**The programme wishes to support people of all ages, who could benefit the most from social prescribing referrals including;**

- people with mild to moderate depression and anxiety;
- people with long-term and enduring mental health problems; and
- frequent attenders in primary care.
- vulnerable groups and people who are socially isolated (low-income single mothers, recently bereaved elderly people, people with chronic physical illness, those recently made redundant, those with caring responsibilities and newly arrived communities).
- People living in places with the highest levels of disadvantage (due to income deprivation, poorly paid jobs, lack of access to support) who often at a much higher risk of experiencing mental health problems.
- The programme particularly recognises that many people living in deprivation and isolation often begin to experience physical decline or mental health deterioration in their 40's/50s and can find it difficult to secure or remain in employment. Equally, middle aged adults looking after young children at the same time as caring for older parents, are often vulnerable to stress or mental health issues (many are starting families later and may have 'sandwich caring' responsibilities. Increasingly, women in their 40s and 50s are more likely to face the mental health pressure of simultaneously shouldering responsibility for young and old.
- We welcome applications seeking to work with people who might not have appropriate support systems around them to access help - disabled people; people from Black and Minority Ethnic (BAME) groups; Lesbian, Gay, Bisexual and Transgendered (LGBT) young people; people from lower social economic groups; children and people who may experience chaotic lifestyles.

## The grants will fund;

- **Staff costs** - Budget for staffing, including full-time staff, part time staff, sessional staff and other related expenses e.g. a volunteer coordinator (but **not a Link Worker** as this would duplicate NHS England funding)
- **Development and capacity building costs** - to help build capacity and sustainability of an organisation e.g. trustee/staff/volunteer training.
- **Volunteer costs** - reimbursements of expenses, e.g. telephone calls, travel and subsistence
- **Activity costs** - resources to facilitate a project/activity e.g. catering, insurance, room hire.
- **Small capital items** - to enable activities to take place such as craft materials sports/health and wellbeing equipment etc.
- **Transport costs** - for activities that may be short travel distances away, to ensure these are accessible.

## 3. PROGRAMME PRIORITIES

We would give priority to applications which:

- Are able to build **strong working relationships** with referral agencies in Crewe – including GPs, other primary care/health professionals, NHS Link Workers and Pathways CIC.
- Can demonstrate good practice and a clear rationale as to why the project activity would be successful as a social prescribing project - and be able to record and demonstrate the impact of the activity.
- Provide opportunities for beneficiaries to get involved in the planning, design, delivery and evaluation (See also Section 12)
- Demonstrate innovative approaches designed to respond to clearly defined needs.

## 4. GRANT FUNDING AVAILABLE

- There is a **£44,000** fund over one year (further funds may be made available in future)
- The minimum grant is £1000, Maximum grant £4000 (average size £3,000)
- Around 10-15 grants are likely to be awarded

## 5. OUTCOMES

We are looking to fund projects which can meet at least **one or more** of the outcomes below and be able to measure success against the **qualitative and quantitative** indicators of success :

Outcomes	Qualitative and Quantitative indicators
<b>Improved access to services and support</b>	Number of people reporting better access to services or support
<b>Improved aspirations for the future</b>	Number of people reporting an increase in personal aspirations and goals Number of people reporting increased self-esteem and confidence
<b>Improved community cohesion</b>	Number of people reporting that they feel an increased sense of belonging in their community
<b>Improved mental health and wellbeing</b>	Number of people reporting improved mental health or wellbeing  Number of people reporting a reduction of stress, anxiety and/or symptoms of depression Number of people reporting increased resilience and/or self-care  Number of people reporting increased self-esteem and confidence  Number of people undertaking treatment/therapy to meet their needs  Number of people for whom the treatment/programme was successful or likely to be successful
<b>Improved physical health and wellbeing</b>	Number of people reporting improved physical health or wellbeing  Number of people participating in sport, exercise and leisure activities  Number of people reporting that they are more physically active  Number of people undertaking treatment/therapy to meet their needs  Number of people reporting improvements in their diet to be healthier and more balanced Number of people for whom the treatment/programme was successful or likely to be successful
<b>Improved social networks</b>	Number of people reporting improved social networks  Number of people reporting that they feel less lonely Number of people reporting that they feel an increased sense of belonging in their community
<b>Increased interpersonal skills</b> <i>(social, communication and relationship skills)</i>	Number of people reporting increased interpersonal (social, communication and relationship) skills Number of people reporting improved social networks  Number of people reporting that they feel less lonely
<b>Reduced social isolation</b>	Number of people attending activity sessions  Number of hours of community activity provided  Number of people reporting improved social networks
<b>Reduced levels of loneliness for individual people</b>	Number of people reporting that they feel less lonely  Number of people reporting improved social networks  Number of people reporting improved mental health or wellbeing

## 6. WHO CAN APPLY

- The Programme is open to registered charities, constituted community groups and other charitable organisations including Social Enterprises and CICs able to deliver social prescribing projects, to the standards required, in Crewe referred to them by Pathways CIC, GPs other health and social care referrers (Council, Health etc) and the increased numbers of Link Workers operating in Crewe. Partnerships may apply but there must be a single organisation **as the lead applicant** - and all other partners must be eligible for funding.
- Organisations must operate within a recognised constitution, set of rules or written governing document

### Organisations need to have;

- Been running community activities, for a minimum of 12 months - which health care professionals could make referrals to
- Ideally have a quality mark, be on the Cheshire East Council Framework or be prepared to work towards Cheshire East CVS's GRIPP assurance.
- Be able to acknowledge each referral made in a timely manner informing the person supported, when they can expect to receive service/more detailed contact from you.
- Have appropriate insurance in place for activities, staff and volunteers.
- Have robust information, governance, policies and procedures (such as, Data Protection, Confidentiality and Information Security) that are appropriate for your organisation/activity - and comply with all current legislation.
- Have in place Safeguarding policies and procedures that are appropriate for your organisation/activity - and comply with all current legislation.
- Have in place DBS checks for eligible staff, trustee and volunteer roles
- Have the authority of your organisation to provide new services/increased services to accommodate increased social prescribing referrals.
- Have in place Health & Safety Policies, Risk Assessments and Procedures that are appropriate for your organisation/group/activity and comply with all current legislation
- Have in place Equal Opportunities Policies and Procedures that are appropriate for your organisation/group/activity and comply with all current legislation.

## 7. INELIGIBLE ORGANISATIONS AND ACTIVITIES

- Organisations generating private profit.
- Statutory organisations, including schools, universities or hospitals
- National organisations, unless the application is submitted by a local office with a separate management committee, bank account and governing documents
- Organisations promoting party political activity.
- Funding costs retrospectively i.e. anything that has already been paid for or has already taken place or any costs incurred prior to receipt of a grant offer and signed terms and conditions.
- Applications from individuals.
- Applications seeking a contribution towards major building work, infrastructure or capital refurbishment work
- Any costs you incur when putting together your application.
- The programme is open to faith-based organisations. However, we cannot fund the practice of religion or any activities that actively promote religion or particular belief systems (or the lack of belief). This is because these activities could exclude people from accessing an activity on religious grounds.

## 8. QUALITY PRINCIPLES TO CONSIDER

- Evidence of benchmarking/consultation with people for the activity which will be delivered.
- An understanding of relevant national best practice for the activity and how this might be relevant.
- A well costed budget which represents good value for money.
- Strong tools and techniques to measure and report on positive changes made

## 9. WHEN TO APPLY

### 2019

**28th June 2019** – Applications launch.

**24th July 2019** – Submission Deadline. We reserve the right to close the programme early **if we reach sufficient quality applications sooner** than the deadline - therefore groups are encouraged to start the process as soon as possible and **apply early**.

**31<sup>st</sup> July 2019** – All applications will be first stage assessed. A maximum of **25 applications** go through to full assessment (declined applications not progressing beyond the first stage will be notified).

**30<sup>th</sup> August 2019** – Up to 25 applications are fully assessed – this may include a telephone call, to clarify aspects of your application.

**20th September 2019** – **approximately 10 – 15 successful grantees awarded one-year grants** which must commence delivering activity from the **October onwards 2019 for one year**.

## 10. TYPICAL EXAMPLES OF ELIGIBLE PROJECTS

**The following activities are eligible:**

- Arts and performance arts/music
- Clubs/special interest
- Community activities
- Sports and recreation
- Cookery/health eating
- Cultural activities
- Social action/volunteering
- Gardening
- Information advice and guidance support
- Benefit claims/money matters/debt advice
- Community transport initiatives eg for people discharged from hospital
- Support for people who are either in work or out of work for two years, with health conditions
- Culturally sensitive activities which make activities more accessible and reach out to marginalised communities

**Other positive elements for people supported could include:**

- Making new friends and feeling less isolated
- Being better able to cope with the normal stresses of life and being more active, productive and having a sense of purpose
- Being better able to talk about their mental health and wellbeing in new ways, with new people
- Being better able to take positive action for themselves or others

## 10. DOCUMENTS TO ACCOMPANY APPLICATION

- **A list of the names of your Management Committee/Board**
- **A copy of your governing document (e.g. constitution, memorandum and articles or set of rules)**
- **A copy of your most recent annual accounts**
- **A photocopy of a bank statement no more than 3 months old. The bank account must be in the name of the organisation applying**
- **Copies of your safeguarding and equal opportunities policies**

## 11. FINAL TIPS WHEN APPLYING

- Involve people in design, benchmarking, planning, delivery and evaluation – ask people for advice.
- Consider flexibility and responsiveness which is considered key to maximum engagement. Regular activities held at the same time every week may work well but may not always be the right formula. Bite size events at key points in the year could also be a possible option and help overcome clashes with other commitments and timings challenges, for example, for people who work or who have caring responsibilities.

## 12. FURTHER ADVICE

- For any enquiries about grant applications or the process of applying, please contact Cheshire Community Foundation on 01606 330 607 or email [grants@cheshirecommunityfoundation.org.uk](mailto:grants@cheshirecommunityfoundation.org.uk)
- Please also refer to the Programme's page on our website <https://cheshirecommunityfoundation.org.uk/apply-for-funding/>
- Cheshire East CVS can provide support with applying and with GRIPP assurance. <https://www.cvsce.org.uk/help-your-organisation/gripp-assurance>

## 13. YOUR DATA WHEN APPLYING

By completing an application form for this programme, Cheshire Community Foundation will use the personal data about you and other individuals named in your application to assess and administer a grant application for the **Steve Morgan Foundation Positive Steps Social Prescribing Grants Programme**. Personal data about your Board or management committee may also be used for identification.

When necessary, personal data collected through the application process will be shared with Cheshire Community Foundation, Steve Morgan Foundation, programme assessors and with other third parties, where the law permits - or requires it.

Any photographs and commentary provided to support your application may include personal data relating to individuals supported by your project. These photos, logos and details may be used in promotional material created in relation to your application and may appear on our website and literature.

We will only use your information where we have a legal basis to do so, for example, to carry out our legitimate business interests to manage and promote our grants or to meet our legal or contractual obligations. By providing any personal data about another person you are confirming that they understand how their data may be used and shared.

You have certain rights when it comes to your personal information. This includes rights to access and correct your information, and to erase, transfer, object to, restrict or take away consent around how we use your information. Please contact Cheshire Community Foundation if you or anyone named in your application has any concerns with the information being used publicly or if you wish to exercise any of these rights.

## 15. COMMUNICATIONS

For successful organisations we will be producing materials, press releases and social media posts to celebrate the grants awarded. We will always ask your permission before giving your contact details to the press or any third parties.

Organisations will also be able to produce their own literature; however, any public facing promotion will need to be signed off by Cheshire Community Foundation, including use of any programme or organisational logos.

## 16. MONITORING AND EVALUATION

Successful organisations will be required to complete one formal End of Grant monitoring report at the end of the grant term but may be asked for a short interim update by email). We will be asking you how the grant was spent, as well as the difference the project has made (above and beyond measuring attendance and behaviour), what was achieved, any key issues and lessons learnt.

Before beginning the project, we suggest successful organisations take the time to read the End of Grant monitoring forms on award of grant, so that necessary information can be recorded from the outset. This should include:

- Sharing the evaluation form with staff in the organisation
- Discussing and deciding specific goals based on the application
- Deciding who will write the report
- Collecting data from the outset
- Quantitative data (numbers) – how many people are taking part or using the service, achieved goals (e.g. employment, improved health)
- Qualitative data (stories) – feedback from users and volunteers, observed increase in skills, confidence etc.
- Learning – feedback from project participants, what went well, what would you do differently etc.
- Build in time to complete the form.

Funded organisations should also be willing to discuss the progress of the project over the phone as and when necessary and to host visits that will assist with any interim monitoring, learning and best practice.