

COMMUNITIES MENTAL HEALTH
AND WELLBEING FUND

Support to make a strong application

2023-2024



Scottish Government
Riaghaltas na h-Alba
gov.scot



Table of Contents

01 What is the Communities Mental Health and Wellbeing Fund (CMHWF)?

02 How to write a strong application

03 General advice for funding applications

04 How can VASLan support you

05 Contact details

WHAT IS 'THE COMMUNITIES MENTAL HEALTH AND WELLBEING FUND'?

The **Communities Mental Health and Wellbeing Fund (CMHWF)** for Adults was established in October 2021 and to date, it has distributed around **£36 million** to community initiatives - supporting mental health and wellbeing across Scotland.

Funding for a **third consecutive year** was announced in April 2023 and we are pleased to share that **a further £15 million** will be available across Scotland.

The CMHWF has a strong focus on **prevention and early intervention** and aims to **support grassroots community groups in tackling mental health inequalities and address priority issues of social isolation and loneliness, suicide prevention and tackling poverty and inequality**. There will be a continued emphasis in year three on responding to the **cost-of-living crisis** and those facing **socio-economic disadvantage**.

The fund will continue to be **delivered through a locally focused and co-ordinated approach** via local partnership groups. By working together we can ensure that support to community-based organisations is directed appropriately and in a coherent way.

VASLan - Third Sector Interface for South Lanarkshire - is proud to act as funding lead for the South Lanarkshire area, and we will continue to work with local partners in managing and distributing the funding to organisations and community support groups that promote and develop mental health and wellbeing

HOW TO WRITE A STRONG APPLICATION

Prepare for your application

Always read the funding guidance and be certain that your project meets at least one of the criteria listed.

Before applying for any funding, you should always be well prepared. Know your project and practice by explaining it to a friend before putting it into words. Remember that space in the online application form is very limited, so be clear, compelling, and concise – do not repeat anything.

Working through the application in a separate document will help you write a stronger application; we recommend doing this in a Word document which allows you to use spell check before transferring it to the application form.

Begin by drafting an overall summary of your entire project, making it straight to the point while covering the important parts that you feel are essential to making your project work. Know your demographic and tell us who will take part, what their needs are, the activities you intend to deliver and the differences you aim to make through your project. You will need this for your application form.



When writing your application, always think about these three questions:

01 What is the need for your work?

02 What will you need to deliver to address the need?

03 What difference will your activities make?



What is the need for your work?

You know this better than the funder, do not assume they know this.

Tell us who will take part in your project and their needs.

Tell us how they are excluded or disadvantaged and what research or knowledge you have to back this up.

Explain the geographic area or areas your project will cover. Are you targeting rural areas, specific communities or wider areas in South Lanarkshire?

What will you do to address the need?

You will be asked to provide information to describe your activities and how you will deliver your project. This is where we want to see the passion you have for your project. This can be difficult to express on paper but give the funder as much information as possible. This information could include:

- » What your grant will pay for, how long your activities will last and what timescale you will follow.
- » How many people will take part in total?
- » How many new volunteers/staff are needed to help your project be successful?
- » Name the other organisations and groups you will partner with and tell us how you will work together.

If you have not considered a partnership bid, why not speak to another organisation within your community and think of ways where you can work together to expand your project and apply for more funding to make this possible.

Your project should fit with one or more essential priorities as outline in the application guidance. These are:

- » Promote and support the conditions for good mental health and wellbeing at a population level.
- » Provide accessible signposting to help, advice and support.
- » Provide a rapid and easily accessible response to those in distress. Ensuring safe effective treatment and care for people living with mental illness.
- » Address short and medium-term benefits (What will change as a result of your project?)

Some examples of these are but not limited to:

- » People know how to manage their mental health and wellbeing.
- » People feel included and that services address the issues that they face.
- » People feel less lonely and isolated. People are making new friends and strengthening their relationships.
- » People are interacting and sharing their skills and knowledge.
- » People are informed of services that are available to help them manage their mental health and wellbeing.

Consider the impact your project will make for everyone directly involved and for those in the wider community.

Organisational status and other documents

There are a few more things to think about before you apply. Make sure you have your governing document to hand and available to send to VASLan. This should be your constitution which explains your aims and objectives and describes how your organisation is run.

Please contact us if you would like one of our capacity officers to come and offer advice on writing a strong constitution. This is a free service.

We will ask you to provide a copy with your application. If you do not have a written constitution, please select the “un-constituted organisation” option on the form. This will mean that you have to have a supporting, constituted organisation to support your application.

As standard practice we will also require you to provide a copy of your most recent annual accounts or if you don't have these, your annual financial statement.

Make sure your organisation or group is eligible to apply. We are encouraging applications from small, grass root organisations, we have capacity officers who can support you in applying if you are unsure or unconstituted please contact us if you require this support.

We welcome applications from a range of voluntary, ‘not for profit’ organisations, associations, groups and clubs or partnerships which have a strong community focus for their activities.

Eligible Organisations

- » Community councils
- » Incorporated third/voluntary sector organisations, including:
 - *Scottish Charitable Incorporated Organisations (SCIO)*
 - *Social enterprise companies*
 - *Asset locked companies or Community Interest Companies (CIC)*
 - *Not-for-profit Companies Limited by Guarantee*
- » Constituted third/voluntary sector organisations, including:
 - *Unincorporated Associations*
 - *Charitable Trusts*
 - *Cooperative and Community Benefit Societies*
- » Un-constituted third / voluntary organisations
 - *If you don't have a written governing document, you can apply for grant funding up to a maximum of £2,000 but only where you are working in partnership with either a community council or an established, incorporated or constituted organisation that is willing to hold the funding on your behalf. If you select this category, we will ask for further information and written evidence to show an agreement in place between organisations.*
 - *You will need a bank account in the name of your organisation or group. However, unconstituted organisations can ask a partner organisation to hold grant funding on their behalf. We will only ask for your bank details if your application is successful.*
- » Parent councils - for projects that help people who are 16+ only. Please note that parent councils must have their own constitution and bank account (a voluntary organisation can hold funds on your behalf, if a written agreement is in place).



GENERAL ADVICE



It is really important that you take time to read the guidelines for the fund carefully.



Please apply to the Communities Mental Health and Wellbeing Fund at your earliest convenience to avoid disappointment. Do not wait until the last minute before submitting your application. By doing this you run the risk of leaving it to late and the fund will no longer be able to support your project.



You should aim to describe how your work fits with the funding criteria and priorities. If your work or project doesn't fit at all, then please don't apply.



Please make sure you answer all the questions in the application form directly.



If you are working in partnership with an organisation, remember to name them. It's good to describe the benefits of your collaboration and the unique contribution your project will make.



Your budget should include all the costs of delivering your project or idea. Take in to account the cost-of-living crisis we are facing and remember to include your capital expenditures (if any).

DID YOU KNOW?

It only takes 2 to 3 weeks from submitting application to the money being transferred into your bank for successful applicants.

RECAP

- Tell us how you know there is a clear need for your project. Does this come from your own experience – perhaps from a high demand for your services, your knowledge of your community, or recent community consultation?
- How are you connected to people in your community? Please tell us about your connections, partners and the other organisations you work with. What do people say? How will service users or beneficiaries influence the delivery of your project?
- Tell us what you will do to make sure everyone can access your project, particularly people who would benefit most.
- What monitoring and evaluation tools will you use to measure the difference your work will make?
- How do you plan to report the differences your project makes to us?

We will support every success and look forward to receiving your application!

THE OUTCOME OF APPLICATIONS IS DETERMINED BY THE REVIEW PANEL AND THEIR DECISION IS FINAL.

VASLAN HAS NO AUTHORITY TO OVERRIDE THIS DECISION, HOWEVER, YOU CAN RE-APPLY IF APPROPRIATE. FOR EXAMPLE, THE APPLICATION WAS UNSUCCESSFUL BECAUSE IT WAS UNCLEAR AND DID NOT PROVIDE ENOUGH INFORMATION.



SUPPORT FROM VASLAN

Did you know that we could provide you with additional support? As a Third Sector Interface, VASLan offer a range of support to all community groups, voluntary organisations and social enterprises in South Lanarkshire. Some of our services include:

Capacity Building Support

This includes, and is not limited to:

- Governance
- Business planning
- Risk assessments
- Sustainability plans
- How to start up an organisation
- Mandatory training information

Funding Support

This includes, and is not limited to:

- Funding searches specific to your organisation and project
- Support for completing applications
- Advice on VASLan managed funds and what funding we have available

Marketing Promotion

- We have our own Communications and Marketing team who are happy to visit your organisation and create your very own organisational spotlight video. This can then be promoted via our social media channels and you will receive a copy to keep.

Volunteer Support

- Do you make full use of the fantastic volunteers South Lanarkshire has to offer? VASLan can match opportunities with our database of volunteers, publicise volunteering at events, Employer Supported Volunteering to encourage private organisations to put a volunteering policy into their contracts so that their staff can volunteer.

SUCCESS STORIES FROM YEAR 2



The Haven at Vanguard

Awarded funding to support the delivery of a range of outdoor and equine-focused events, groups, and training that support local people with their mental-health.

East Kilbride Youth Disability Sports Club

Funding used to continue to restore and widen their sports and recreational activities following the pandemic.



Project 31

Launched their Parents Play Too project to tackle social isolation and loneliness through creative art projects in Cambuslang and Rutherglen.



People's Past, People's Future

The group applied for a grant to visit local care workers. They aim to connect with residents, build relationships and provide entertainment through singing and storytelling.



LEAP

Aim to support older people to re-engage with their community by using the CMHWF to set up a range of activity groups for walking, curling, yoga and singing.

Heart of Africa

As a response to the cost of living crisis - HOA plan to run free, monthly classes to support low-income BAME families with healthy eating for less.



CONTACT INFORMATION

If you have any further questions about the Communities Mental Health and Wellbeing Fund, or need support to make your application, please contact our funding team:

Hamilton Locality

Charlotte Elsner

charlotte.elsner@vaslan.org.uk

East Kilbride Locality

Helen Robinson

helen.robinson@vaslan.org.uk

CamGlen Locality

Peter McGhee

peter.mcghee@vaslan.org.uk

Clydesdale Locality

Ann Sangster

ann.sangster@vaslan.org.uk



28 Almada St,
Hamilton ML3 0EW



01698 300390



www.vaslan.org.uk



Copyright © 2023
VASLan (Voluntary Action South Lanarkshire)
Scottish Charity: SC037696 | Company Ltd. SC309701