

## Suicide Prevention Small Grants Scheme

### Guidance Notes

The Suicide Prevention Small Grants Scheme is funded by Bradford Council Public Health to improve support and positive wellbeing of Bradford citizens. The scheme will fund new or emerging areas of work tailored towards adults aged 18 and over.

The aim is to support projects that reflect key priorities of the [West Yorkshire Health and Care Partnership Suicide Prevention Plan](#) and the Bradford District Suicide Prevention Plan.

Applications are invited from projects that address the following priorities:

- 1: Reduce the risk of suicide in key high-risk groups**
- 2: Tailor approaches to improve mental health and wellbeing in specific groups**
- 3: Improve Self Harm support interventions**

### How much money is available?

- Up to £20,000 – 1 to 2 project grants: direct suicide prevention support groups for men (group and support might not be titled 'suicide support' but they must be clearly targeted. People who reach very low points in their life often reach for things that provide emotional relief and that make them feel good). Must include district wide communications plan by recipients.
- Up to £20,000 – 1 to 2 project grants: self-harm intervention and support. Must include district wide communications plan by recipients (may include children as the beneficiary or focus).
- Up to £20,000 – 1 to 2 project grants: men struggling to have healthy relationships (relationship skills and support, not individual counselling). Must include district wide communications plan by recipients.

***We expect the grants to be oversubscribed. The full budget for the Suicide Prevention Grants is £60,000, this means that between 3-6 projects could be successful. If you choose to make a larger application, please consider also including a budget for the smaller amount of £10,000 to increase your chances of success.***

The funding must be allocated by the 31<sup>st</sup> of March 2023 and it is expected that final outcome reporting shall be no later than May 31<sup>st</sup>. A full breakdown of costs with written estimates is required as part of the application process. **The project must also deliver their final report to Bradford District Council and Public Health may contact you directly for monitoring or reports needed after March 2023.**

## **Who can apply?**

The grants scheme is available to community groups, registered charities, voluntary and community organisations and social enterprises based in or working across Bradford District with:

- A constitution/governing document
- A management committee / board of directors
- An organisational bank account
- Key policies in place i.e. Health & Safety, Safeguarding, Equality and Diversity

Individuals and/or newly established groups are also encouraged and welcome to apply. They must nominate a group or organisation who comply with all the above points as they will be the financial holder of the grant money and be a guarantor for the project.

## **Scheme will not fund:**

- Any activity or project which does not have, **emotional well-being** as the primary focus
- Existing activities delivered within the district, unless it is an expansion or extended offer
- Solely - individual counselling sessions, any sessions must be targeted at the risk groups defined
- Endowments/loan repayments
- Retrospective applications
- Solely staff wages
- Political activities
- Activities that have direct financial benefit to the organisation's members
- Any project that receives funding for the same project from another funding source
- Activity delivered outside of the Bradford District.

**Applications which include a capital investment are welcome.**

*\*Note whilst there are many hundreds of people who are bereaved or living with long term illness, not all are at equal risk of suicide. We intend for this work to make a real difference, therefore the projects that are successful will really focus on the accumulative risk and evidence.*

## **Priority will be given to projects specifically considering:**

- **Men (particularly 35-50) who are bereaved, struggling with addiction, having relationship problems, having long-term illness, in debt or having recently lost their job.**
- **Any person who has previously attempted suicide or who has lost someone to suicide.**

### **Other**

- Younger women (self-harm)
- Those living with a MH diagnosis or long term physical illness
- Drug and alcohol services
- In contact with Criminal Justice
- Previously self-harmed
- Veterans, armed forces
- Children & young people (esp. looked after children and care leavers in Youth the Justice system)
- LGBT (both suicide and self-harm) some BAME populations are also at higher risk (e.g. Polish men) Asylum seekers, gypsy and traveller communities
- Experiencing debt/unemployment

## **Application Process**

You must fill in all sections of the application form.

**Section 1: Contact details.** It is very important that this section is filled in accurately, as these are the details we will use to contact you.

**Section 2: Information about your organisation / group.** This helps us to understand the size and nature of your organisation. We need a commitment that you have / will develop all the policies, procedures and insurances relevant to the running of your organisation. It is your responsibility to meet all legal and liability requirements relating to the service you are proposing to provide.

**Section 3: About the project you are proposing.** Please provide as much information as you can about what you are proposing. Include a time plan for the implementation of the proposal, giving a breakdown of start and completion dates for expenditure. Remember, this is the only information the grants assessment panel will have about your project, so please clearly and concisely provide as much detail as possible (funding capital investments and contribution to rent can be considered).

**Section 4: Equal Opportunities.** We need to know how you will make sure that those who could benefit from the project the most will know about it and be able to get involved. You need to have thought about how you will address any difficulties people may have in finding out about and using/ accessing the project.

**Section 5: Project Costs.** We need accurate information about the costs of the project you are proposing. You need to include the total cost you are applying for and provide an itemised breakdown of each of the items. Although not essential, match funding for the project is encouraged (*in cash, equipment, in kind, etc.*) – please let us know details of any match funding proposed for the project.

**Section 6: Bank Details.** Your bank account details are very important as any grant awarded is paid by BACS directly into your account. Any errors will cause a delay in you receiving the funding.

**Section 7: Declaration.** Please make sure the application form is signed by 2 people from your organisation's management committee / board of trustees / directors (Chair, Secretary or Treasurer).

**Section 8: Checklist:** There are a number of additional pieces of information which must be submitted with your application form. Failure to include this information may delay your application or it may mean your application is not considered at all. You must include:

- A copy of your constitution / governing documents
- Accounts or statement of income for the last year or months of existence
- A bank statement dated within the last 3 months.
- Written estimates for all items and services you intend to purchase.
- Name and contact details of a person/organisation who can be contacted for reference purposes. This is a group/organisation reference not a personal character reference.

## **Deadline for applications:**

Applications with supporting documentation must be submitted by **12 noon, Friday 13<sup>th</sup> of January 2023.**

Email applications to: [grants@cnet.org.uk](mailto:grants@cnet.org.uk)

Or post applications to:

**Suicide Prevention Grants  
CNet, Enterprise Hub,  
114-116 Manningham Lane,  
Bradford,  
BD8 7JF**

### **What happens next?**

The grants will be funded by the City of Bradford Metropolitan District Council Public Health Department and will be administered by Bradford & District Community Empowerment Network Ltd (CNet).

All applications will be considered by an assessment panel and we aim to notify you of a decision within four weeks of the closing date.

Please note there is no appeals process and all decisions are final.

### **Monitoring & Evaluation**

At the end of your delivery a final monitoring and evaluation report will be required which will give details of your project, activities provided and the outcomes. Proof of payment, i.e. copy of receipted invoices for all spending will be required as an audit requirement.

All financial and evaluation monitoring **must** be submitted to CNet **within two weeks** of completion of the activities.

### **Available support**

Support for completing the application and for advice on policies and procedures, constitutions, set of rules etc. is available from Community Action Bradford & District (CABAD).

Development Officers are:

Ashraf Miah, Bradford East - [Ashraf@cabad.org.uk](mailto:Ashraf@cabad.org.uk) / 07415 307542

Chris Barker, Keighley and Ilkley – [Chrisb@cabad.org.uk](mailto:Chrisb@cabad.org.uk) / 07422 966140

Chris Hancox, Shipley/Bingley - [Chrish@cabad.org.uk](mailto:Chrish@cabad.org.uk) / 07539 684668

Kirsty Gregory, Bradford West – [Kirsty@cabad.org.uk](mailto:Kirsty@cabad.org.uk) / 07933 987006

Lincoln Oakley, Bradford South – [Lincolno@cabad.org.uk](mailto:Lincolno@cabad.org.uk) / 07422 575852

If you require any specialist support, your local officer will be able to ensure you can access that. Specialist support is available around marketing and communications, developing your trading, governance, looking for funding opportunities, volunteering and safeguarding.

Application forms and guidance documents are available to download at [www.cnet.org.uk](http://www.cnet.org.uk) or can be requested by email.

For more information and/or clarification of any of the above points please contact:

**Saima Ashfaq**  
**Project Officer**  
**01274 305045**  
[saima@cnet.org.uk](mailto:saima@cnet.org.uk)