

The Mental Wellbeing Grants Scheme is funded by Bradford Council's Public Health team to improve the mental wellbeing of the district's citizens. The scheme will fund new or emerging areas of work tailored towards adults aged 18 and over.

Evidence suggests there are five ways to improve mental wellbeing:

- 1) Connecting with other people
- 2) Being physically active
- 3) Learn new skills
- 4) Give to others
- 5) Pay attention to the present moment (mindfulness)

Green spaces, such as parks, forests and urban green spaces, have also been proven to improve health. The World Health Organisation found that most types of green space had positive effects on overall mental health, quality of life and subjective wellbeing.<sup>1</sup>

The Mental Wellbeing Grants will prioritise funding for projects that help people in the priority groups (listed on page 2) to engage with some, or all, of the 5 Ways of Wellbeing and access green spaces.

For more information about 5 Ways to Wellbeing and local opportunities visit [Five Ways to Improve your Mental Wellbeing - Living Well \(mylivingwell.co.uk\)](https://mylivingwell.co.uk).

### **How much money is available?**

Grants of between £500 to £10,000 are available. The funding has to be spent and the project delivered by 31<sup>st</sup> March 2024. The money is available to support projects across the Bradford District.

A full breakdown of costs with written estimates is required as part of the application process.

### **Who can apply?**

Applications are welcome and encouraged from grassroots 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

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<sup>1</sup> [9789289055666-eng.pdf \(who.int\)](#) Green and Blue Spaces and Mental Health. World Health Organisation

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

**\*\*We strongly encourage joint applications from organisations working together to deliver the 5 Ways to Wellbeing in green spaces. Priority will also be given to applications from small grassroots organisations. \*\***

**Priority will be given to projects working to improve the mental wellbeing of adults from the following groups:**

- Adults who are lacking support, with a focus on those most in need and susceptible to poor well-being outcomes, as well as on low incomes.
- Those aged 18+ who have been in care, or from a looked-after background, at any stage in their life.
- Adults living with long term conditions, bereaved, having problems with relationships or struggling with addiction.
- Other populations who may have poorer mental health outcomes and face additional support barriers for example middle aged men, BAME populations, LGBTQ+, people living with a disability and people seeking asylum.

**The scheme will not fund:**

- Any activity or project which does not have **mental wellbeing** as the primary focus
- Existing activities
- On-going running costs of your organisation
- Any shortfall in funding for an existing project or a project where another funder has withdrawn funding
- Endowments/loan repayments
- Retrospective applications
- Solely staff wages and/or disproportionate costs of staff salaries and management costs
- Management costs higher than 10% of the project cost
- 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
- More than one application per group/organisation per round of grants

**Application process**

You must fill in all sections of the application form, please ensure you do not go over the word count limit in each section.

**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, a schedule of delivery). 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.

**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'll 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. Please provide details of match funding, (*in cash, equipment, in kind, etc.*) if applicable.

**Section 6: Declaration.** Please make sure the application form is signed by two people from your organisation's management committee / board of trustees / directors. (Chair, Secretary or Treasurer).

**Section 7: 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
- Most recent annual accounts or statement of income for the last year or months of existence
- 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 16th June 2023** to [grants@cnet.org.uk](mailto:grants@cnet.org.uk).

### **What happens next?**

The grants will be funded by the City of Bradford Metropolitan District Council, Public Health 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. The assessment panel reserves the right to decline any application that it does not think meets the current and relevant guidance.

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 by **Monday 15 April 2024**.

### **Payment Process**

If your application is successful you will be sent a Vendor Registration form to complete, payment will then be made by Public Health, Bradford Council.

## **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**

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

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/projects/grants](http://www.cnet.org.uk/projects/grants) 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)