

Isle of Wight – Early Help Community Capacity Grant Application Guidelines 2023

Introduction

Grant Funding is available for NEW Early Help provision on the Isle of Wight. Funding is intended for NEW Early Help activities and provisions. The provisions can be for any of the following: Children, Young People, Families, Parents and/or Carers. The Isle of Wight Council are seeking applications from new or existing providers who can begin provision by the end of September 2023. This Grant is part of a wider Early Help project and successful applicants will become part of the Early Help network of providers that will be endorsed and supported by the Isle of Wight Council. Our vision is that Early Help is everyone's responsibility and by implementing effective Early Help systems we can help to create competent and empowered communities and better outcomes for everyone within them.

Background

Early Help Systems available to children and their families are made up of three types of services that combine in different ways to form a local area's Early Help offer to its citizens. These are universal services, community support and acute and targeted services. Early Help is the total support that improves a family's outcomes or reduces their chances of a problem increasing. The Early Help Community Capacity Grant aims to support local families by working with the community to help develop and promote community resources, spaces, and activities.

The Focus is on increasing provision for Children, Young People, Families, Parents, and/or Carers. The Funding cannot be given to current activities that are already running, as this funding intention is only for new activities.

It is important that you consider, when applying for funding through the Early Help Community Capacity Grant, that successful applicants will become part of the IOW Early Help network of provision. As such, you will be expected to undertake training and be a part of the network of Early Help providers. You will be expected to apply skills and knowledge learnt through training to ensure that everyone accessing your provision is safeguarded and can be signposted effectively to service if required. You will be working closely with the Isle of Wight Council and will have regular contact with the Supporting Families Project Worker, as well as attending quarterly meetings with the rest of the Early Help network (all expectations will be made clear if your application is successful within your service legal agreement).

The Early Help System



Funding

The grant amounts vary up to £3,000 for priorities 1, 2, 3, 4 and 5.

The funding available will be paid in one upfront payment (capital) and four quarterly instalments (expenditure) throughout the first year of delivery. The amounts will be dependent on your capital costings and how much you have applied for. This will be made clear to you in the grant agreement you will receive if you are successful.

Please evidence why you need the money to be received as an upfront payment instead of a quarterly payment within the application form.

Activities/Provisions should begin no later than 30 days after the upfront payment is received. (If you experience difficulties, or if unforeseen circumstances delay this process then you must contact us immediately)

Applicants are limited to applying for one grant per panel; panel will take place on the week beginning 03 July 2023.

Final decisions should be made by the 07 July 2023. On or around this day you will receive an email informing you of our decisions. You will have until Midday on 13 July 2023 to accept/decline your offer and supply any additional information required (as outlined within the decision letter).

You will then receive your grant agreement which will need to be signed and sent back by midday on the 21 July 2023. Your grant agreement will outline what steps you need to take to receive your upfront payment if requested.

The application process

These guidance notes have been designed to help you when applying to the Early Help Community Capacity grant for funding. It will help you decide if your group and project are eligible for funding.

If you wish to proceed, the process will be as follows:

- Complete and submit your application
- Panel assess your application
- Panel member will contact you with the decision
- Successful applicants need to return their signed grant agreement/ Payment information
- Payment made/received
- Advertise your project
- Start your project
- Attend Early Help forums quarterly as part of your signed agreement
- Continue to fulfil the requirements of the funding as outlined within your grant agreement

Closing dates for applications and timeline

Closing date: Midday 29 June 2023.

Who can apply? (this list is not exhaustive, please email EarlyHelpGrant@iow.gov.uk if you need further guidance)

- Voluntary, community and third sector organisations
- New organisations (please note you will have to have the correct insurances, policies and DBS requirements, prior to receiving funds)
- School provision will **NOT** be considered unless the activity is inclusive and open to all children/young people and not only those that attend the school.

Priorities for Funding

The intention of the funding is to build community capacity to promote positive outcomes for Children, Young People, Families, Parents, and/or Carers on the Isle of Wight.

This Grant round seeks to address the following key priorities and successful applicants will score highly on the below key areas. Ideally, you should be able to meet all four criteria's.

1. Promoting Emotional Resilience/ Mental health and Wellbeing

2. Creating and developing sustainable provision (and be able to evidence this)
3. Meeting an evidenced community need (taking a community led approach to provision)
4. Inclusive provision (accessible, and as inclusive as possible)
5. Perinatal Mental Health

Please note if you are applying for funding for priority 5 (Perinatal Mental health) the grant activities must not normally be provided by the NHS but will still have an impact on the parents/carer's wellbeing and child development. Also commitment to partake within the perinatal training programme.

Monitoring information will be required to meet the overall Early Help project. Monitoring arrangements, including spend data and progress reports will be required quarterly.

Key areas of the application

(Pages may vary as these will change as you enter information)

Page 5; **How much money are you applying for and what will you intend to spend it on?** Please provide a breakdown of your costs and provide copies of your estimates and/or quotes. Costs must be in pounds and pence. You may feel it necessary to upload supporting documents. You can add these using the "upload documents" option found at the end of your online application.

Costing breakdown

Consumable equipment costs (per session) – maximum of £40.00 per session.

Staff Costs - please list each staff member individually.

The maximum cost of each support staff that can be requested is £15.00 per hour.

Senior staff and/or Coordinators hourly costs will be considered based on skills/qualifications.

Venue Costs - Venue hire can only be paid if a venue or space is hired only for the use of the activity you are applying for. The maximum rate for venue hire is £20.00 per hour.

Consideration will be given if a venue is at a higher rate or additional space is needed. Please note that you may be able to access Family Hub buildings free of charge in your local area.

Upfront funding will be paid as a one-off payment at the beginning of your agreement. You will then receive the rest of your award payment in four instalments throughout the first year of delivery, contingent on criteria outlined in the grant agreement you will receive should you be successful.

When completing your application form please note that funding cannot be awarded for the following:

- Building refurbishments

- Training (additional training not provided by the IOW council as part of the grant agreement)
- Insurance payments
- DBS checks
- Marketing costs

Page 5; When is this project going to start?

Please remember the project must begin by 30 September 2023.

Page 5; Which of the 5 priorities will your project support?

The application shows you a list of priorities from which your provision will be scored against. Scoring is between 1-5, 5 points being awarded for those applicants whose answers have clear evidence to support meeting the priority.

The priorities are criteria that the panel will evaluate against your provision. The outcome of the scoring will help inform panel decision and therefore it is imperative for you (applicant) to consider addressing these criteria and evidence your answers as a priority within your application. You should use the priority areas as questions to be answered and supply evidence of how you have met or are planning to meet that priority.

Please note: you will need to evidence sustainability of the provision after the funding ends, please give as much information around how you intend to ensure your provision is as sustainable as possible.

Page 5; Funding applied for

You need to let us know if you have already applied for or received any funding for the provision.

Page 6; Application Checklist – Supporting documents upload.

You can choose to add any additional documents you may feel support your application.

IMPORTANT INFORMATION: If you are successful and a grant is provided to your organisation the following policies will need to be in place prior to your service/activity starting:

- Safeguarding policy - The Lead Provider is required to have Level 3 Safeguarding training (This can be provided by the IOW Council)
- DBS details (Disclosure and Barring Service)- This should be a Clear Enhanced DBS for ALL staff and volunteers.
- Public Liability Insurance - Which Currently stands at 10 Million Pounds.
- Employers Liability Insurance- Which is Currently 5 Million Pounds.

If you already have any or all of the above policies in place, you can upload these documents to support your application. We understand that new provision will not have these policies in

place at point of application, but it is mandatory that they are in place prior to activity/service starting.