

Guidance for completing grant application for Essex Transition Age Mental Health & Physical Activity Project delivery funding

Question	Guidance notes for question
<p>What type of organisation are you?</p> <p>Number of paid staff</p> <p>Number of volunteers</p>	<p><i>Please let us know what type of organisation you are set up as by ticking an option. If you need to tick 'other', then please provide further details.</i></p> <p><i>How many members of staff are paid to work at your organisation?</i></p> <p><i>How many volunteers in total support the work at your organisation?</i></p>
<p>Provide a brief overview of your organisation</p>	<p><i>Please provide brief details about your organisation, including an overview of your aims and objectives and details of key projects that you have developed. Who is your main target audience and why do you deliver the work that you do?</i></p>
<p>Please tell us more about the programme you would like to use this funding for, including what sport and/or physical activity and/or movement-based activities will be used to support young adult's (aged 17-25) mental health and wellbeing, and any other additional support? e.g. mentoring, counselling, life skills coaching, mindfulness, etc.</p>	<p><i>Give us an overview to the project you are proposing. We are looking to fund projects that provide engagement and support for young people aged 17-25 who may need additional support as they transition from childhood into adulthood, as often this is a challenging time for those who are struggling with poor mental health.</i></p> <p><i>Tell us what sport or physical activity you will be using to support the beneficiaries and what other additional support will be in place and how it will help those taking part.</i></p>
<p>Where will this project take place?</p>	<p><i>Tick box of 12 local authority areas (can tick more than one)</i></p> <p><i>If this will take place in particular wards please share details below – text box</i></p>

<p>How many young adults (aged 17-25) are you planning to support?</p>	<p><i>Tell us how many individuals will benefit directly from the project in total</i></p>
<p>Are you supporting any specific protective characteristic groups?</p>	<p><i>Tick box with options - Ethnic minorities, SEND, LGBTQ+, women and girls, other</i></p> <p><i>If other – please give brief details</i></p>
<p>How are the young adults hearing about your offer and how will they access this? e.g., already known to club, referrals from health and/or employability services, during transitions of care, self-referral from club promotion, etc.</p>	<p><i>Please tell us a bit more about how you promote your project, how will the young adults hear about the project. Are they already known to the club, will you take referrals from health and/or employability services or any others, will they self-referral from club promotion?</i></p> <p><i>We expect projects to be open to everyone who could benefit from the support, unless there are specific reasons as to why it will be a closed group. If it will be a closed group, please tell us a bit more about why this is necessary.</i></p>
<p>Is this programme a new activity or continuation of a current project?</p> <p>If this is a continuation of existing programme, please share any key impacts of the project so far?</p> <p>How is the current programme funded and when will this funding finish?</p>	<p><i>We are able to fund new projects and continuation of a current project, if you can show how this funding will add value.</i></p> <p><i>Please explain why you need funding to continue or develop the project and any key impacts so far. How will this new funding add value?</i></p> <p><i>Please tell us how the current programme is funding and when you have funding until.</i></p>
<p>Do you have existing relationships and referral routes from the health sector yes, with who? e.g., GP, social prescribers, clinical mental health services, etc.</p>	<p><i>We expect all funded projects to work in partnership with a range of local organisations and health partners. This might be to receive referrals, to ensure you are not duplicating any work, to align with other local work, etc.</i></p> <p><i>If you already work with these partners, please tell us who and how you work with them.</i></p>

	<p><i>If you do not yet have relationships with these partners then that is fine, but please let us know how you intend to build relationships with local partners. If you need support with this, please let us know and we may be able to assist with this.</i></p>
<p>When is the intentional start date and what will be the duration of the programme?</p>	<p><i>Please let us know when you intend to start to the project (please note that you may need to be flexible with start dates) and how long the project will be.</i></p> <p><i>Ideally we will fund projects that are between 12 and 18 months. All projects need to run for a minimum of 6 months.</i></p>
<p>Do you have a safeguarding policy and Public Liability Insurance, of no less than £10 million, in place? <i>(If successful for funding, a copy of these will be requested)</i></p>	<p><i>It is important that you have these documents in place in order for us to fund you.</i></p> <p><i>If successful for funding, a copy of these will be requested as part of the onboarding process.</i></p>
<p>How much funding would you need to deliver this programme?</p> <p>Please give a cost breakdown for how much this will cost per district?</p>	<p><i>Please make sure you include all costs and what you will be requesting from us.</i></p> <p><i>If you have secured any match funding, please also include this, and tell us what this is for and who is providing match funding. Please note that match funding is not necessary.</i></p> <p><i>We recognise that when delivering a project that often there is time, resources and effort that is put in over and above the delivery of the project and therefore are happy to provide funding to cover this time. Please make sure you include any management costs, overhead and evaluation costs in relation to the project, but please make sure this is in proportion to the overall project.</i></p> <p><i>Please give a cost breakdown for how much this will cost per district – if you are applying for more than one district we will expect economies of scale across those areas.</i></p>

<p>Evaluation – you will be required to use our evaluation toolkit as part of the funding on a quarterly process.</p> <p>Please confirm that you have the capacity to meet the monitoring and evaluation requirements.</p>	<p><i>As we have received funding from Essex County Council Public Health Team, we are required to provide evaluation for the overall project, including collating information for all local delivery programmes. It is therefore important that we collate all monitoring, evaluation and learning in the same format.</i></p> <p><i>We have worked to make this process as simple as possible and will provide guidance and support around this, including any training for how to use the evaluation toolkit where necessary.</i></p> <p><i>It is important that all projects engage in this process and all successful projects will be expected to engage in our evaluation process. Please make sure you include this in any overheads.</i></p>
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If you need support completing this form or have any queries regarding the grant application, please contact admin@activeessexfoundation.org

TRAINING/SUPPORT

Successful applicants will have access to a range of training to further support staff in the delivery of sport and physical activity in improving young adult's emotional wellbeing.

<p>What training or resources, if any, do you currently access to support your sport/physical activity and/or mental health work with young adults (aged 17-25)?</p>	<p><i>As part of our wider Sport and Youth Mental Health Project, we fund and deliver a wide range of training, workshops and support. All successful projects will have free access to this support.</i></p> <p><i>Please tell us what training you already engaging with, so that we can look to bring this in as part of the offer if appropriate. Who delivers this training, what level is it aimed at, was it useful?</i></p>
<p>What training or resources, if any, would you like the project to provide to support your frontline staff?</p>	<p><i>Please let us know what training would be useful for you, your staff and volunteers, so that we can look to offer this as part of the training provision.</i></p>
<p>Do your staff and volunteers currently receive supervision/support to ensure they look after their own mental health and wellbeing? If yes, how is this provided?</p>	<p><i>Please share details about how supervision is currently provided at your organisation. We are always looking to share best practice.</i></p> <p><i>If this is an area that you are keen to develop then please let us know and we can look to put this support in place.</i></p>