



Neighbourhoods Mental Health Prevention Grant

Guidance Document

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1. Overview

Leicestershire County Council Public Health Team is undertaking a grant process to allocate funding for Mental Health Prevention and Resilience across Leicestershire neighbourhoods. This Guidance Document provides background information and details of the grant application process.

In order that all grant applications are given equal and fair consideration, it is important that all the information requested is provided in the format specified. Leicestershire County Council must receive formal grant responses by email by midnight on the closing date advertised online.

Website: www.leicestershirecommunities.org.uk/grants/nmhp-grants.html

Email address: mentalhealthgrant@leics.gov.uk

2. Background

Leicestershire County Council (LCC) has access to funding earmarked for mental health prevention and resilience in communities. This gives neighbourhoods a unique opportunity to prioritise the prevention of worsening mental health in their area and to gain grant funding for effective initiatives which will build resistance and aid prevention. This two-year non-recurrent Mental Health Prevention and Resilience funding allows LCC to award grants targeted at residents of Leicestershire.

The Grant scheme will be overseen by the Local Authority Public Health Team, in conjunction with system partners. The specific design of initiatives seeking funding will be expected to be generated by neighbourhoods in Leicestershire, to ensure they are tailored to the specific prevention and resilience needs, and inequalities of the local population. It is intended that the grant may be used to target particular geographical places or communities where there are higher levels of need. LCC will encourage neighbourhoods to put forward ambitious and creative evidence-based solutions to prevent mental health concerns.

In line with the NHS Long term Plan (NHS, 2019) and Mental Health Framework (NHSE, 2019), LLR CCG have developed transformation plans. These reflect the importance of addressing local population needs at a neighbourhood level. Hence the grant will be aimed at supporting neighbourhood initiatives with adults.

The Fund is one element of a wider mental health prevention strategy transformation programme. It has been set up because LCC want to enable and support neighbourhoods to provide local mental health prevention and resilience activities for people aged 18 plus that:

- Aid in the prevention of poor mental health in the most at-risk populations across Leicestershire
- Support the prevention of mental health issues developing in the first place or helping prevent existing conditions becoming worse
- Support the provision of local places for people to receive mental health prevention and resilience services.

Also, whilst the funding is primarily targeted toward adults, mental health prevention and resilience initiatives which would benefit families constituting both adults and children could also receive funding.

Awards will be given to initiatives which demonstrate a commitment or intention to support residents in a way that values and strengthens their mental health and wellbeing. Initiatives must be inclusive, promote and celebrate local diversity and as much as reasonably possible, utilise local venues that residents of the neighbourhood can easily access to reduce isolation and allow them to feel part of their community.

The ambition of the Fund is to show value in what neighbourhoods can bring in terms of the localised knowledge of their population, with creative and innovative approaches which they can envision. As such, LCC will support these neighbourhoods to develop the evidence base for their bids about mental health prevention and resilience via two scheduled Information Sessions and where necessary, provide advice of how best to support the most at-risk populations.

For the purpose of this grant a *neighbourhood* is defined as:

- A District or Borough Council area in Leicestershire
- A specific town in Leicestershire (possibly including any smaller geographical areas located around the town)
- A smaller number of villages or other settlements within a defined geographical area
- A village, or smaller settlement within a defined geographical area
- A smaller area (or collection of smaller areas around each other, e.g. a number of streets within a town, village or other settlement)

Mental Health Prevention is defined as intervening with the goal of reducing mental health problems through addressing the determinants of mental health problems prior to specific mental health problems being identified in an individual, group, or population of focus, with the main goal being the reduction of numbers of future mental health problems in the population.

Resilience is defined as the process of adapting well in the face of adversity, trauma, tragedy, threats, or even significant sources of stress.

2.1 The Aim

The aim of the grant is to provide funding for mental health prevention and resilience initiatives at a neighbourhood level designed by neighbourhood stakeholders to improve the mental health and wellbeing of local residents.

2.2 Mental Health Prevention and Resilience Framing

LCC Public Health Team encourages prospective bidders to bring together the knowledge of key neighbourhood stakeholders to develop effective bids to answer the question:

How can they ensure that local residents have access to the mental health prevention and resilience initiatives that they need in order to create mental health friendly communities?

There is often a mismatch between the physical health and mental health needs of a society and the money and services available to provide it. This discrepancy is recognised in the *Leicestershire Joint Health and Wellbeing Strategy 2022-2032* where one of the underpinning objectives is to prioritise mental and physical health equally.

It is expected that mental health issues will affect at least one in four people at some point in their life. Therefore, having parity of good physical and mental health and wellbeing is crucial for achieving a healthy quality of life and healthy ageing.

LCC Public Health Team anticipate neighbourhoods applying for funding to ensure:

- that the mental health needs of residents from all walks of life are considered when planning how to tackle the challenge of poor mental health prevention and resilience
- that strong relationships with residents, service users, practitioners and VCSE are utilised to ensure that the disparate voices of the neighbourhood play a key role in improving mental health prevention and resilience.

3. Specification of requirements

The success of an application will depend on those directly affected by mental health issues being central to the initiative. This means a partnership of neighbourhoods with organisations that aim to provide a range of mental health prevention and resilience services which support collectively tackling the multiple factors in an organised manner.

LCC expect neighbourhoods to approach tackling mental health challenges in close collaboration with stakeholders in their communities; local residents receiving mental health or care support; and with the relevant Voluntary Community and Social Enterprise (VCSE).

At each stage of the initiative, LCC expect bidders to take consideration of the emerging impact created with members of the public, service recipients and healthcare practitioners so as to ensure that the initiative has mass appeal, is practical, implementable and affordable.

In order to support the development of bids, the LCC Public Health Team will provide neighbourhoods/bidders with guidance and support during the bid development process. Information sessions will be advertised alongside the application documents. Bidders can also email for guidance with their application.

4. About the fund

4.1 What are the Funding Criteria?

In order for applications to be shortlisted these criteria must be addressed as follows.

LCC Public Health Team require all applicants to ensure:

- that the mental health needs of residents from all walks of life are considered when planning how to tackle the challenge of poor mental health and resilience
- that strong relationships with residents, service users, practitioners and VCSE are utilised to ensure that the disparate voices of the neighbourhood play a key role in improving mental health prevention and resilience.
- that the initiative is based upon robust public health and mental health evidence. This evidence could come from research papers, PHE/OHID fingertips commissioned reports,

Think Tanks, Non-governmental organisations, ONS, Local Joint Strategic Needs Assessments (JSNA's), Annual Public Health reports, NHS Digital etc.

- that the project is sustainable and a clear plan has been created to able it to continue once this funding has finished.

Applications will need to address one or more of the following areas:

- Providing mental health prevention and resilience initiatives for residents of Leicestershire at a neighbourhood level aimed at promoting the maintenance of positive mental health and wellbeing; preventing the worsening of mental health and wellbeing; supporting in the development of mental resilience; preventing and tackling the issues that cause mental health challenges (e.g. reducing isolation and loneliness, debt support, housing security, physical activity)
- Tackling mental health inequalities by delivering initiatives that support groups of Leicestershire residents where there is an identified health inequality
- Reaching at-risk residents who have a history of low engagement with current mental health prevention and resilience services or with existing statutory services.
- Providing mental health prevention and resilience initiatives for residents who are recovering or living with mental health challenges in order to improve their quality of life and allow them to live independent lives.
- Providing initiatives that can have a positive impact on the multiple factors associated with mental health prevention and resilience.

4.2 What are the Conditions of the Grant?

Applicants must demonstrate in their application how these conditions have been met.

As the aim of the Fund is to improve mental health and wellbeing at a local level, it will be a **condition of the grant** that each initiative includes training to ensure:

- the neighbourhood staff develop their knowledge of mental health prevention and resilience related to the initiative they are supporting
- the organisation grows in confidence in supporting people with mental health needs

Recommendation: mental health training sessions can be provided and LCC expect bidders to add costings within the budget for staff to attend courses.

In order that the funding is utilised to its full potential, it will be a **condition of the grant** that initiatives:

- Attempt where possible to create links with existing statutory provision or other experienced VCSE organisations of mental health prevention and resilience services or initiatives in order to reduce duplication of effort and waste of resources, as well as to signpost residents to the appropriate support earlier, and reduce escalation to emergency and acute services. This will be evidenced during the 6-month and 12-month Grant Outcome

Reports by reporting how many attempts to create links were made, how many residents were signposted to more appropriate services which had originally engaged with their initiative.

- Wherever possible ensure there is liaising or linking with other neighbourhoods to understand if they have a similar initiative or service provider in mind. This will be evidenced during the application stage by reporting, in cases where other organisations might already have similar initiatives active in the neighbourhood, how their initiative differs from the rest and why collaborating with the already present provider would not be more advantageous.
- Consider value for money regarding the amount of money requested and the number of people supported.
- Provide a 6 month and 12 month Grant Outcomes Report to LCC on the templates provided.

Achievement of these conditions will be assessed within the 6-month Grant Outcomes Report.

4.3 What can the grant monies be used for?

The allocated grant monies can be used for any of the following:

- A novel or new initiative that is not otherwise being funded by any other pots of money.
- Costs of organising the mental health prevention and resilience initiatives, as well as appropriate people needed to manage and deliver the initiatives.
- Specialist or qualified staff including training provision and administration time
- Materials or equipment needed
- Marketing costs to promote the initiative
- Overheads relating specifically to the initiative (such as insurance / room hire / rent etc)
- Costs of making the mental health prevention and resilience initiative accessible to all, such as BSL interpreters, translation services, additional signage.

4.4 What can't the grant monies be used for?

Funding is explicitly excluded for the following:

- Initiatives occurring outside of Leicestershire or not working directly with Leicestershire residents
- Utilising the grant monies to make any payment to members of its Governing Body
- Purchasing of buildings or land
- Initiatives or organisations, which seek to promote a single political or religious cause. Faith based organisations may still collaborate with neighbourhood teams on mental health prevention and resilience initiatives provided that their collaboration benefits the wider community and is not intended to influence people's religious choices or to promote a particular belief system.
- Funding personal initiatives of statutory organisations like schools, colleges or County Council

- Funding national charities' initiatives (though neighbourhood teams may collaborate with locally managed branches benefitting Leicestershire).
- Neighbourhood teams or organisations with a current or previous history of poor management of previous grants, or poor financial health
- This fund should not be used to make-up for short-fall of funding which should have been provided by other main stream sources.
- Payment of deficit funding or repayment of loans
- This fund cannot be used to reimburse retrospective funding: that is, initiatives that will have started before an application can be processed, or repayment of money that has already been spent
- The fund cannot be used to replace loss of income.
- This fund cannot be used to create initiatives which residents will be charged to access or utilise – the initiative must be free of charge for residents to access and utilise.

4.5 What Kind of Organisation Can Apply?

A variety of organisations can apply. In particular, though not exhaustive, applications would be welcome from local GP practices; large, medium and small voluntary and community organisations serving Leicestershire neighbourhoods who seek to develop mental health prevention and resilience initiatives for their local communities; district council teams; The organisation must serve the people of Leicestershire and work at a neighbourhood level.

Organisations must have their own bank account and provide documentation to prove they have the relevant insurances in place.

4.6 Who Cannot Apply?

Unfortunately, this fund is not open to applications by individuals or organisations seeking to develop mental health prevention/resilience initiatives which are not focussed in neighbourhoods of Leicestershire and which don't include engagement or support from key stakeholders at a neighbourhood level.

4.7 How Much Can I Apply For?

Applicants can apply for funding amounts ranging from £34,000 - £115,000. Applicants must itemise their proposed budget on the Grant Expected Expenditure Report template. The panel will be looking for value for money in terms of the requested amount and the number of residents supported.

The funding will be allocated in two instalments. Applicants are asked in the application form to outline the amounts they will require in each instalment. The first will be paid upon successfully achieving the grant. This money will reach recipients approximately 6 weeks after LCC has received the signed Grants Agreement document and the relevant forms giving bank details.

At 6 months, applicants must submit a Grant Outcomes Report and a Grant Actual Expenditure Report form. The second instalment will be paid upon approval of this evaluation report. Again, this may take up to 6 weeks to process.

4.8 The Application Process

The application window will be open between the dates shown on the website. All applications must be received on the Word form via email at midnight on the closing date. Applications received after this time will not be accepted.

Information sessions are advertised on the website. These allow applicants to drop in to a session with Public Health staff to ask questions about their application.

Additional rounds of funding may become available at a later date dependent on demand. Organisations who have previously entered but were unsuccessful may submit a new application taking into account the feedback given.

4.9 What Documents are Required for the Application?

Applications will be received on the Application form Word document which can be found on the website. This document should include all information requested and be emailed to mentalhealthgrant@leics.gov.uk by midnight on the closing date. Applicants must additionally attach two extra documents: the Grant Expected Expenditure Report template and information on evidence-based research.

You will also need to read and agree to the information contained in a Data Protection Declaration document on the website and the Grant Agreement. The Grant Agreement will need to be signed on the successful award of your grant.

4.10 What Happens to my Application Once Submitted?

Once your emailed application has been received, you will receive an email confirmation giving you a reference number for your application. If you do not receive confirmation, please email mentalhealthgrant@leics.gov.uk or telephone 0116 305 0705.

Your application will be assessed by the Public Health Panel to ensure it meets the grant criteria and conditions. Where required, you will be contacted to request any additional information as necessary, regarding your grant application.

If your application is not accepted as being eligible for funding, you will be advised of the reasons for this, given feedback and information on how you can re-apply (if this is appropriate).

Those applicants who are eligible for funding will be requested to attend a 20 – 30 minute interview with the Decision Panel on the date(s) advertised on the website. During this interview you will be asked to give a short 5 – 10 minute presentation.

The panel will then award grants to successful applications. Applicants will be informed by email by the date shown on the website. This email will request a signed copy of the Grant Agreement and bank details.

A 6 month and 12 month Grant Outcomes Report will then be required from successful applicants. The approval of the 6 month report will trigger the second instalment of funding.

4.11 Withholding, suspension and repayment of grant

Leicestershire County Council Public Health Team reserves the right to withhold, suspend and require repayment of any grant monies already provided if one of the conditions meriting this action in the circumstances in Clause 12 of the Grant Agreement occurs.