



# P&K COMMUNITIES MENTAL HEALTH & WELLBEING FUND



## LOCAL PLAN AND FUNDING GUIDANCE

### Background



In February 2021, an additional £120 million was announced by the Scottish Government for a Recovery and Renewal Fund to ensure delivery of the commitments set out in the Mental Health Transition and Recovery Plan. This funding comes in response to the mental health need arising from the pandemic, and is also intended to benefit the full agenda for mental health and wellbeing in line with the four areas of key need set out in the Plan.

As part of the Recovery and Renewal Fund, the Minister for Mental Wellbeing and Social Care announced a new Communities Mental Health and Wellbeing Fund (the fund) for adults on 15 October 2021, with £15 million being made available in 2021- 22. This is the first year of a two-year fund (subject to parliamentary approval of the budget) to support mental health and wellbeing in communities across Scotland. The Fund will be distributed by Third Sector Interfaces (TSIs) to community groups and organisations. This funding reflects the importance the Scottish Government place on community support as part of the overall mental health infrastructure and the commitments given by Scottish Ministers to increase direct mental health investment, in both the NHS Recovery Plan and this year's Programme for Government.

Building on the focus on wellbeing and prevention in the Transition and Recovery Plan, the fund will provide significant investment into community support for adults. This investment complements the children and young people's community wellbeing supports currently being rolled out across Scotland.



## What Does This Mean In a Perth and Kinross Context?

In Perth and Kinross, PKAVS TSI are working in collaboration with the local Health and Social Care Partnership (HSCP). Together, and in alignment with the Scottish Government Mental Health – Scotland's Transition and Recovery Plan, NHS Tayside's Living Life Well, and Trust and Respect the Independent Inquiry into Mental Health Services in Tayside, the HSCP has supported the TSI to set the strategic funding parameters and local priorities.

HSCP involvement does not end there. An HSCP representative will join the funding awards panel – alongside an independent Chair, representatives of those with lived experience and a PKAVS representative with sectoral insight.

## Fund Outcomes and Aims

The intended outcome of the fund is to develop a culture of mental wellbeing and prevention within local communities across Scotland, with improved awareness of how we can all stay well and help ourselves and others.

The fund also seeks to contribute to the following national outcomes from the National Performance Framework:

- We are healthy and active
- We will live in communities that are inclusive, empowered, resilient and safe.
- We tackle poverty by sharing opportunities, wealth and power more equally

In line with Scottish Government outcomes for mental health in communities, this Fund intends to provide stable investment for:

- Fostering a strategic and preventative approach to improving community mental health
- Supporting the resilience of communities and investing in their capacity to develop their own solutions, including through strong local partnerships
- Tackling the social determinants of mental health by targeting resources and collaborating with other initiatives to tackle poverty and inequality



The overarching aim of the fund is to support community based initiatives that promote and develop good mental health and wellbeing and/or mitigate and protect against the impact of distress and mental ill health within the adult population, with a particular focus in 2021/22 on:

- Tackling issues within Scotland's Transition and Recovery Plan such as suicide prevention, social isolation, loneliness, promotion of physical activity, tackling poverty, prevention and early intervention.
- Addressing the mental health inequalities exacerbated by the pandemic and the needs of 'at risk' groups.
- Supporting small grassroots community groups and organisations. Focus on supporting projects and initiatives with a strong local/community focus for their activities.
- Developing trusted relationships within communities and build on communities' own efforts throughout the Covid19 pandemic.

Locally, the creation of the Communities Mental Health and Wellbeing Fund (CMHWF) is happening concurrently with the sign off of the new Perth and Kinross Mental Health and Wellbeing Strategy 2022-2025.

'Our Plan For The Future' and the understanding of Perth and Kinross's mental health and wellbeing needs which underpins this strategy is a culmination of;

- Engagement and consultation with our local communities, including people with lived experience of mental health problems, their families and carers.
- Engagement and consultation with staff working across health and social care, including the third and independent sectors.
- Reference to local and national policies, strategies and plans and
- Assessment of local demographics, data and statistics.

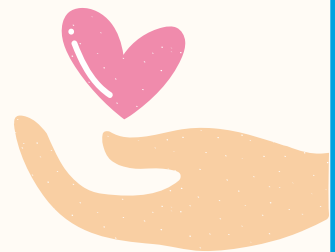


As outlined in the strategy, “Locally, we will work collaboratively with individuals, families, professionals and other organisations to strengthen and improve our mental health services. Together, we will ensure that the mental health support is accessible, joined-up, inclusive and shaped by the people the services are designed to support. At the same time, we will work hard to reduce mental health related stigma and creating opportunities that support good mental wellbeing, as well as promoting equality and diversity in mental health support and services across all ages and community groups”.

The Perth and Kinross vision places the person at the very centre of decision about their support, treatment and care, with mental health services working collaboratively across all sectors to make sure people get the right support at the right time.

The actions and plans detailed in this vision contribute to the 5 priorities listed in the P&K Strategic commissioning Plan 2020-2025;

- Working together with our communities.
- Prevention and early intervention.
- Person centred health, care and support.
- Reducing inequalities and unequal health outcomes, promoting health living.
- Making best use of available facilities, people and other resources.



To do this, ‘Our Plan for the Future’ centres on delivering 5 key themes identified by the people of Perth and Kinross over the next 3 years. They are;

1. Good mental health for all – early intervention and prevention including reducing inequalities, challenging stigma and enhancing suicide prevention resources.
2. Access to mental health services and support – focus on carers, peer-led networks, use of digital technology, local perinatal mental health.
3. Coordinated working and person centred support – holistic support, promotion of self management, improved transition and referral pathways.
4. Participation and engagement – share learning opportunities, inclusivity.
5. Review of workforce requirements – investment in health and wellbeing of staff.



## Doing Things A Little Differently – A Human Learning Systems Approach

PKAVS is looking to deliver on funding differently (as requested during our Build Back Better conversations and Be Connected partnership events with the Gannochy Trust).

We wish to work alongside you in a reciprocal partnership so we can learn and grow together. To promote/encourage this approach to capacity building, PKAVS TSI will organise and facilitate a number of optional learning sessions, for example workshops on storytelling and how to demonstrate your impact (for illustrative purposes).

We want to capture what you have learned as a grant recipient, what we have learned as a funding partnership and to be able to share that with others. We therefore ask that you enter this funding partnership with an openness to new things, honesty and collaborative spirit and a willingness to share when things didn't quite go to plan too.

To do this, and as part of our monitoring and evaluation as a funder, administering grants on behalf of the Scottish Government, we wish to have a catch up/check in call with all our grant funded organisations at a midway point. We will also ask all grant recipients to complete a short evaluation survey at the end of the project.

We will also offer opportunities for you to tell us your thoughts on the application process and our approach to funding.

At PKAVS, we want to do things differently. We might not always get it right, but we are willing to actively listen to where we have fallen short so we can adapt and evolve our approach and process in the future.



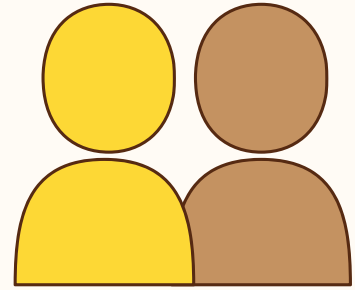
## Fund Criteria

### Who Can Apply?

The ambition of this fund is to support initiatives which promote mental health and wellbeing at small scale, grassroots community level. It is accessible to groups irrespective of size or experience, and welcomes those for whom mental health is not their primary focus.

Applications are welcomed from a range of voluntary groups and organisations including;

- Scottish Charitable Incorporated Organisations (SCIOS)
- Unincorporated Organisations
- Companies Limited by Guarantee
- Registered Charities
- Community Interest Companies (CICs)
- Cooperatives
- Community Councils



If your group or organisation is not mentioned above but is interested in applying to the fund, please contact [info@thirdsectorpk.org.uk](mailto:info@thirdsectorpk.org.uk) with further details. If you are an unconstituted community group for example, we may be able to support in other ways.

### Our Eligibility Checklist

PKAVS TSI carries out due diligence on all applications received to ensure eligibility criteria has been met for the funds we manage and in order to assess the levels of risk and to prevent fraud.

As a minimum, we will check all supporting documents to ensure they meet our eligibility criteria. We may ask for additional information about your organisation during the assessment process. Do not be alarmed, this is a common occurrence.

If you find yourself in a position where you do not meet the criteria stipulated below then we cannot progress your application. Please drop us an e-mail or give us a call should this apply to yourself.

### Management Committee

- There must be a minimum of three unrelated persons on the management committee or Board. This is to ensure the group is not dominated by the interests of a single family or similarly connected individuals.
- The quorum for your management committee or Board meetings must be at least 3 members present.

### Governing Documents

- Your charitable purposes are outlined in your governing document.
- Your governing document includes suitable restrictions on the disposal of assets under the organisation's control (asset lock stating that in the event of dissolution, the organisation's net assets must be put towards a similar charitable purpose to that of the organisation).
- If your governing document allows for the remuneration of any Board or management committee members (for example, if the lead member of staff is also a Board Member), then your organisation must comply with OSCR's guidance on this

### Accounts & Financial Procedures

- You must be able to supply your latest set of audited accounts or an income and expenditure sheet.
- The organisation name on your accounts must match the name on the governing document and bank account.
- Please note, we appreciate that opening a bank account has been challenging during the pandemic. If you find yourself in a situation where you do not have a bank account established for your group/organisation, do you have a relationship with another group/organisation who could hold that money on your behalf? If so, please provide their details and upload a letter of agreement from the named 'buddy organisation'.



## Safeguarding

- If the project/activities you are applying to us for includes work with vulnerable adults, children or young people you must have appropriate Safeguarding Policy and Procedures in place.

## Types of Projects Funding Can Support

The focus of the Fund is on the adult population and on projects which help whole communities. For the purpose of this fund, the adult population is considered to be those aged 16 and over.

As outlined in the guidelines, the CMHWF will fund community based initiatives that promote and develop good mental health and wellbeing, and/or mitigate and protect against the distress and mental ill health within the adult population.

Funding will be allocated to initiatives which focus on the following national and Perth and Kinross priorities;

- Tackling priority issues within the Transition and Recovery Plan such as suicide prevention, social isolation, loneliness, prevention and early intervention.
- Addressing the mental health inequalities exacerbated by the pandemic and the needs of one or more of the 'at risk' groups.
- Promoting good mental health for all – early intervention and prevention including reducing inequalities, challenging stigma and enhancing suicide prevention resources.
- Improving Access to mental health services and support – focus on carers, peer-led networks, use of digital technology, local perinatal mental health.
- Coordinated working and person centred support – holistic support, promotion of self management, improved transition and referral pathways.
- Participation and engagement – share learning opportunities, inclusivity.
- Investing in the health and wellbeing of staff.

Please note, the fund is focused on additionality – funding new work, or the expansion of existing activities. It is not to replace lost funding.

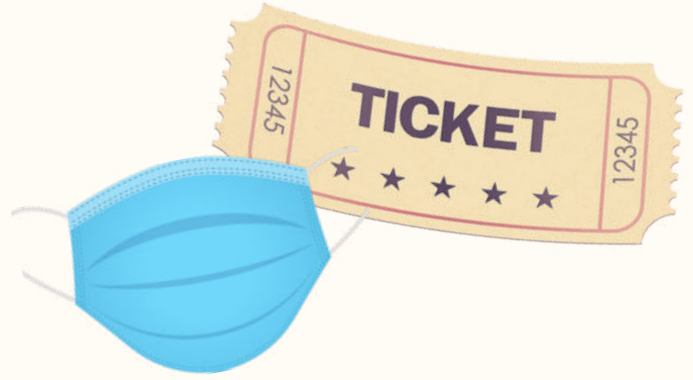




## What We Can Fund

Funding can be used to cover;

- Equipment/materials.
- One-off events.
- Room/hall hire.
- Staff costs.
- Training costs.
- Transport.
- Volunteer expenses.
- PPE.
- Small capital spend budget up to £10k in year 1.



We cannot fund the following;

- Contingency costs, loans, endowments or interest.
- Political or religious campaigning.
- Profit making/fundraising activities.
- Statutory activities.
- Overseas travel.
- Alcohol.

Scottish Government have also stipulated that the fund is not to be used to support clinical treatment services such as counselling or CBT.

## How Much You Can Apply For

In Perth and Kinross, we acknowledge that we have a diverse local third sector. We have therefore have two sizes of grants available;

- Individual groups and organisations can apply for funding between £1,000 to £15,000.
- Partnership and collaborative applications are welcome to apply for funding of between £5,000-£40,000.

We strongly anticipate the majority of the funding applications to be individual applications of between £5,000-£10,000, with a much smaller number of high value collaborative bids.

### When You Can Apply

Applications will be open from the 30th of November and will be assessed by an independent, experienced Grants Assessor, and decisions made by an independent awards panel on a rolling basis.

Please note, the assessment team and TSI staff will be unable to process applications between Monday the 20th December to Monday 10th January inclusive, due to the festive break.

### Equalities Considerations

Equalities, inclusivity, accessibility and the values of fairness, dignity and respect are a priority for PKAVS TSI. This aligns strongly with the Scottish Government who stipulated that “ensuring equality of access and full participation from all relevant, and at risk communities is a priority”.

Evidence shows that the pandemic has exacerbated existing mental health inequalities and has had a disproportionate impact on the mental wellbeing of a range of groups in society. Local fund allocations should ensure a focus on initiatives which are inclusive of the following priority ‘at risk’ groups:





- Women (particularly young women, and women and young women affected by male sexual violence)
- People with a long term health condition or disability
- People who are or have been on the highest risk (previously shielding)
- People from a Minority Ethnic background
- Refugees and those with no recourse to public funds
- People facing socio-economic disadvantage
- People experiencing severe and multiple disadvantage
- People with diagnosed mental illness;
- People affected by psychological trauma (including adverse childhood experiences)
- People who have experienced bereavement or loss
- People disadvantaged by geographical location (particularly remote and rural areas)
- Older people
- Lesbian, Gay, Bisexual and Transgender and Intersex (LGBTI) communities.

Where possible applicants should outline how they will ensure provision of sufficient support to enable equality of access for excluded/seldom heard communities.

## Common FAQs

- When does the funding have to be spent?

Grant recipients have a 16 month period from receipt of award to spend their funding.

- Can grants be used as part of match funding?

Yes, providing the 16 month timescale mentioned above can be adhered to.

- My original application to the fund was unsuccessful. Can I reapply?

Yes. Please take on board any feedback given, make changes and then re-submit the application. Please leave a 2 week period between receiving the unsuccessful outcome of your application and resubmission.

- How will the fund be monitored?

We wish to have a catch up/check in call with all our grant funded organisations at a midway point. We will also ask all grant recipients to complete a short evaluation survey at the end of the project.

We will also offer opportunities for you to tell us your thoughts on the application process and our approach to funding.

- Who do I contact if I have further questions or require additional support with my application?

Please contact [info@thirdsectorpk.org.uk](mailto:info@thirdsectorpk.org.uk) or telephone 01738 567 076.

## Appendix 1

The following provides an overview of what is asked for in the online application form.

- Name of the group applying.
- Name of the primary contact.
- Role/position of the applicant within their group/organisation.
- Registered address of the group/organisation.
- Email address.
- Contact telephone number.
- Website (if applicable).
- Facebook page (if applicable).
- Twitter handle (if applicable).
- Legal status of the group/organisation.
- Charity number/company number (if applicable).
- How many people are on your board or management committee?
- Upload governing document/constitution.
- For partnership bids - Which other groups and organisations are part of this partnership/collaborative bid? Please provide the name and charity number/company number of each group involved
- For partnership bids - Tell us about your partnership. Why have you come together and how will this partnership work? (max 500 words)
- Please tell us about the main aims and activities of your organisation (max 250 words).
- Please tell us what you would like to do with the funding you are applying for. Is this new, or building on existing work. How do you know this work/these activities are needed? (max 750 words).
- Who will benefit from the work you plan to do and how will you engage them? (max 250 words).
- Does your activity focus on supporting any of the following Scottish Government identified at risk groups? (Multiple choice)



## Appendix 1 Continued

- If your project/activities involve working with vulnerable adults, children or young people does your group/organisation have appropriate safeguarding policies in place? (Multiple choice).
- What difference will the work make to the people you are working with and how will you know? (max 500 words).
- Which of the local mental health and wellbeing priorities does your work connect to? (Multiple choice)
- Promoting equality, inclusivity and accessibility is a priority for PKAVS TSI. What will you do to remove barriers for people accessing your service/project? (max 250 words).
- How much money are you applying for?
- Please upload a breakdown of your budget.
- Name of your bank.
- Bank account name.
- Account number.
- Sort code.
- Please upload a copy of your most recent bank statement.
- Please provide a letter of agreement should a 'buddy organisation' be holding the funds on your behalf?
- Please upload a copy of your most recent audited accounts or income and expenditure.
- Is there anything else you would like to tell us at this stage which hasn't been covered elsewhere in your application?
- Declaration agreement and signature.