

Strategic Housing Services

Health and Hardship Grant Fund Specification

2020

Title	Health and Hardship Grant Fund Specification
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Author	Kate Stevenson-Pugh
Sponsor	Nina Warrington, Head of Strategic Housing Services
Owner	
Approved by	
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Version History		
Version	Date	Description
1.0	24/08/2020	
2.0	09/10/2020	Merge of LAEAG Grants with Healthy Worcester

1. Introduction

- 1.1 Through the development of the Healthy Worcester Plan 2019-2021 and the Community Recovery Strategy, Worcester City Council, working alongside Worcestershire County Council, partners and community members, aims to help with the impacts of the Covid19 pandemic and tackle key health issues within the city.
- 1.2 The Local Authority Emergency Assistance Grant (LAEAG) for Food and Essential Supplies is for local authorities in England to use to support people who are struggling to afford food and other essentials due to COVID-19. Alongside this, to support delivery of the Healthy Worcester Plan, additional Worcester City grant funding has been made available.
- 1.3 Worcester City Council has created the Health and Hardship Grant Fund. This grant funding pot is to support voluntary sector partners delivering services on the front line of our communities, to address the priorities defined within the Healthy Worcester Plan and the LAEAG fund for food and essential supplies.
- 1.4 The Healthy Worcester Plan priorities are:
 - Statutory homelessness
 - Poor air quality
 - Outcomes and access to services for the Black and Minority Ethnic populations
 - Loneliness and isolation for all ages
 - To improve how we work with our partners to make the best use of our community assets
- 1.5 The LAEAG fund priorities are
 - to use to support people who are struggling to afford food and other essentials due to COVID-19
- 1.6 This Health and Hardship Grant Fund Specification outlines the aims, scope, eligibility, criteria and approach for voluntary sector partners to bid for the funding.
- 1.7 There is also a Food Poverty Task and Finish Group that has identified a priority to address food poverty for families with a child / children who are 5 and under, and primary school age. Grant applications with initiatives addressing the needs of this group will also be considered.

2. Aim of the Health and Hardship Grant Funding

- 2.1 This Health and Hardship Grant Fund Specification aims to ensure the best use of the available Health and Hardship Grant Funding (£28,425) to help support the delivery of high-quality activities and / or projects through a fair and transparent process.
 - Healthy Worcester Plan - £18,425

- LAEAG Fund - £10,000

3. Scope of the Worcester Health and Hardship Grant Funding

- 3.1 The Health and Hardship Grant Funding is available to community groups, charities, and voluntary sector organisations working across the city of Worcester.
- 3.2 It is to support new activities or projects. Applicants can apply for small grants of up to £3,000. Grants requesting funding beyond this amount will also be evaluated and, if judged as being cost-effective against the outcomes proposed, will also be considered based on enough funding being available and the number of bids received.
- 3.3 Grant funding will be awarded and fully spent by the 31st March 2021 and initiatives would need to commence as quickly as possible following the grant determination and award announcement.

4. Health and Hardship Grant Funding Eligibility

- 4.1 Grant applications must be received from a community, voluntary or charitable organisation. The Health and Hardship Grant Fund is not available to individuals and so a group must be formally constituted to apply for funding.
- 4.2 The applicant must complete all sections of the Health and Hardship Grant Fund application form and must provide all information requested.
- 4.3 The activities or project must benefit people who live within the city of Worcester area.
- 4.4 The application must be for new activities or project funding. Existing activities and projects will not be funded.
- 4.5 The activities or project must be a separate activity with measurable outcomes as opposed to usual business operations.
- 4.6 The applicant must not propose activities or projects that promote a religion or a political party.
- 4.7 The applicant must not submit a proposal for the grant to fund the whole of an organisation's costs.
- 4.8 The applicant must not have uncommitted or unrestricted funds that could be used to fund the proposed activities or project.
- 4.9 More than one grant application can be completed at any one time. Each application must be for a different activity or project.

5. Health and Hardship Grant Funding Criteria

- 5.1 Each eligible application received for small grant funding of up to £3,000 will be reviewed and scored in accordance with the criteria set out below in this Health and Hardship Grant Funding Specification.
- 5.2 The scoring will be conducted by the Worcester City Council Grants Panel. The Grants Panel will be made up of one at least one Member, and two Officers.
- 5.3 Each funding theme (A-H) will be scored individually from 0-5 (low-high) with the overall scores determining whether an application should be funded.

A. Strategic Fit – The applicant will be required to identify the extent to which the activities/project clearly contributes to or supports one or more of the following:

- Healthy Worcester Plan 2020 -2021 priorities and the Worcester City Community Recovery Strategy;
- to address food poverty for families with a child / children who are 5 and under, or primary school age;
- the health needs of the local community overall;
- to provide essential items to families suffering from hardship;
- The project may align with other key local strategies and so applicants should detail how this will be achieved.

B. Project Structure and Outcomes – The applicant will be required to demonstrate that the activity / project has a clear purpose, with measurable deliverables. For example, what is the project hoping to achieve and how far does it meet the outcomes? Information must be supplied to outline how the applicant envisages setting up the activity / project and how this will be implanted within the timescales.

C. Need – Detailed evidence will need to be provided by the applicant, to show a local demand for the activity / project. The evidence should also include any consultation with local people and partner organisations that has taken place, where possible.

D. Added Value – The activity / project should add value or strengthen current or future local services or projects. For example, does the project remove barriers to existing services or does the project fill a required gap identified by a current service or organisation?

E. Measurement and Impact - The applicant will be required to show that they have adequate mechanisms in place to generate information that allows assessment of progress, achievements and impacts of the activity / project. For example, please detail what affect the activity / project will have on the most deprived or disadvantaged groups in society and how this impact will be measured.

- F. Capacity** – The applicant will be required to demonstrate that they have the people, skills and resources in place to deliver the activity / project.
- G. Value** – The applicant will be required to demonstrate that the activity / project costs are reasonable and represent value for money.
- H. Exit Plan** – What action will be taken to ensure that the activity / project will be sustained after the initial funding has ended?

Funding must be paid into a Legitimate Business Account (proof will be required).

6. Health and Hardship Grant Fund Timetable

- 6.1 The timescales for the Health and Hardship Grant Fund are as detailed in the table below.

Process for the Worcester Health and Hardship Grant Funding	Timescale
Launch of the Health and Hardship Grant Fund	Tuesday 20/10/2020
Application deadline	15/11/2020 - 5pm
Initial screening of applications (eligible/ineligible)	16 -18th Nov
Full assessment of the applications by Worcester City Council Grants Panel	18th – 20th Nov 23rd – 27th Clarification Questions
Executive Committee / Cabinet? Approval	Not required
Successful and unsuccessful applicants informed	30th November 2020
New activity / project commences	As quickly as possible and within 6 weeks of 30th November. Projects and spend need to be completed by 31st March 2020
Grant funding ends	Grants under the maximum of £3,000 will be made in a single payment. If grants are agreed above this level, the payment schedule will be determined in consultation with the Provider following notification of the award.

7. Monitoring, Assessment and Review

- 7.1 Worcester City Council will monitor the impact of the activity / project progress towards meeting target outcomes at the end of the project.
- 7.2 The relevant organisation(s) must provide effective project management, monitoring and financial systems to ensure propriety and regularity of all grant payments. Accounts should be submitted with the monitoring information regarding the grant spend.

ENDS