



COMMUNITIES MENTAL HEALTH & WELLBEING FUND ROUND 4

FUND INFORMATION AND GUIDANCE

(1) BACKGROUND

The Communities Mental Health and Wellbeing Fund for Adults (the Fund) was established in October 2021 and funds community-based activities supporting mental health and wellbeing across Scotland. A fourth round of funding, to the value of £15 Million across Scotland, was announced in Spring 2024 and directly contributes to Outcome 4 of Scottish Government's Mental Health and Wellbeing Strategy published in June 2023. The Fund has been managed and distributed by Third Sector Interfaces (TSIs), like CVS Falkirk & District, since its inception.

WHAT IS IT?

The Fund aims to support community-based projects and initiatives to help address local mental health and wellbeing needs for adults across Falkirk and District communities and in particular the Fund's priority groups.

In Falkirk, there are 3 grant types:

- Small Grants: up to £2000 for unconstituted groups; up to £5000 for constituted groups
- Medium Grants: up to £10,000
- Large Grants: up to £25,000

Please note you can only make one application per group or organisation, across any of the 3 grant levels (Small, Medium, or Large).

(2) FUND PRIORITIES AND OUTCOMES

Funded Projects will have a strong focus on prevention and early intervention and addressing priority issues of social isolation and loneliness, suicide prevention and tackling poverty and inequality.

The Fund aims to help tackle mental health and wellbeing inequalities and protect against the impact of mental ill health for adults aged 16 years and over across Falkirk and District. The Fund seeks to contribute to Outcome 4 of the Mental Health and Wellbeing Strategy and clearly supports the 3 key areas of focus in the Strategy:

- **Promote** positive mental health and wellbeing for the whole population, improving understanding and tackling stigma, inequality and discrimination
- **Prevent** mental health issues occurring or escalating and tackle underlying causes, adversities and inequalities wherever possible
- **Provide** mental health and wellbeing support and care, ensuring people and communities can access the right information, skills, services and opportunities in the right place at the right time, using a person-centred approach.



COMMUNITIES MENTAL HEALTH & WELLBEING FUND ROUND 4

FUND INFORMATION AND GUIDANCE

Applicants should consider which groups of people they will target, and will benefit most, with their proposed project including what measures they will take to encourage and support these groups to participate. The Fund application will now ask applicants to describe their approach to making projects as accessible as possible to the intended participants.

Listed below are the priority groups for the Fund. Please note: there will also be an 'Other' option during the application process where applicants can identify their own local priority group not already listed - applicants should describe how and why they have identified any additional local priority group within their application.

Priority groups:

- Women (particularly women experiencing gender based violence);
- People with a long term health condition or disability;
- 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 (aged 50 and above);
- People with neurological conditions or learning disabilities, and from neurodiverse communities;
- Lesbian, Gay, Bisexual and Transgender and Intersex (LGBTI) communities.

(3) APPLYING

ELIGIBILITY: WHO CAN APPLY?

Applications can only be accepted from a range of voluntary, "not for profit" organisations, associations, groups and clubs, or consortiums/partnerships which have a strong community focus for their activities.

The range of organisations eligible to apply are:

- Scottish Charitable Incorporated Organisations (SCIO)
- Unincorporated Associations
- Companies Limited by Guarantee
- Trusts



COMMUNITIES MENTAL HEALTH & WELLBEING FUND ROUND 4

FUND INFORMATION AND GUIDANCE

- Not-for-profit company or asset locked company or Community Interest Companies (CIC)
- Cooperative and Community Benefit Societies
- Community Councils
- Parent Councils
- Unconstituted Groups*

* Unconstituted groups can apply for up to £2,000 only. Please contact CVS Falkirk & District for further support if required, by emailing: info@cvsfalkirk.org.uk

INCOME AND ELIGIBILITY

It is anticipated that the majority of funding should go to organisations with an annual turnover of under £1 million, to reflect the overall focus of the Fund being for smaller grassroots activity. However, we will consider applications from organisations whose turnover exceeds £1 million, as long as the work is in line with the aims of the Fund in providing specific community-based activity in the Falkirk and District area.

TYPE OF PROJECTS WE CAN SUPPORT

The Fund focuses on adults (anyone aged 16 years old and over), and can support:

- Projects that focus on prevention and/or early intervention
- Projects that benefit adults over 16 years old
- Projects that are community-based and/or -led
- Projects that promote and develop good mental health and wellbeing and/or mitigates and protects against the impact of distress and mental ill health
- Projects that tackle mental health inequalities and support the Fund's priority groups
- Projects that address the priority issues of social isolation and loneliness, suicide prevention and tackling poverty and inequality including responding to the cost of living crisis and supporting those facing socio-economic disadvantage
- Projects taking place in the Falkirk Council area and that will make a difference to the lives of adults living in Falkirk
- New projects and existing projects*

*The Fund can support both existing and new projects. Projects funded through the previous rounds of the Fund are eligible to apply again, but should clearly show in their application how they will develop and improve their approach and where possible, build on their impact from previous rounds. Where you are requesting funding to provide additional capacity within an existing project, please detail this in your application.



COMMUNITIES MENTAL HEALTH & WELLBEING FUND ROUND 4

FUND INFORMATION AND GUIDANCE

WHAT CAN WE APPLY FOR?

WE WILL FUND	WE CANNOT FUND
Equipment	Contingency costs, loans, endowments or interest
One-off events and hall hire for community spaces	Electricity generation and feed-in tariff payment
Small capital costs	Political or religious campaigning
Staff costs	Profit-making or fundraising activities
Training costs	VAT you can reclaim
Transport	Statutory activities
Utilities and running costs (where proportionate and in relation to funded project delivery, if successful)	Overseas travel
Volunteer expenses	Alcohol

Please note, the Fund can be used for specific clinical treatment services, such as counselling, or Cognitive Behavioural Therapy (CBT) when certain other conditions are met. If you are considering submitting an application for any type of clinical treatment, please contact us for support and further information, by email: info@cvsfalkirk.org.uk

ADDITIONAL FUND REQUIREMENTS

- Fair Work First

Scottish Government's [Fair Work First guidance](#) directs that groups or organisations in receipt of any public sector grants, contracts or other funding from Saturday 1 July 2023 MUST pay all staff the Real Living Wage. This requirement DOES now apply to this Fund's successful applicants. Where this is a barrier or challenge for your application, please contact us to discuss your situation, by email: info@cvsfalkirk.org.uk

"All UK-based staff aged 16 and over, including apprentices, who are directly employed by the grant recipient, must be paid at least the Real Living Wage; and any UK-based workers who are not directly employed but are directly engaged in delivering the grant-funded activity, whether they be sub-contractors or agency staff, must also be paid the Real Living Wage."



COMMUNITIES MENTAL HEALTH & WELLBEING FUND ROUND 4

FUND INFORMATION AND GUIDANCE

- ALISS Directory

In addition, all successful applicants must add their funded project, service or activity to the [ALISS directory](#), as well as to any active local directories. ALISS is a national directory that allows people to search for health and wellbeing support available to them in their local area. Please note if the project, service or activity ceases to be delivered after the Fund ends, the applicant must also remove the information from ALISS so the information available remains accurate and current.

WHAT'S THE DEADLINE?

Applications for Small, Medium and Large Grants must be submitted through our [Grant Funding Portal](#) by 5pm on Wednesday 6 November 2024. If successful, funding will be distributed by Monday 31 March 2025 with projects to be completed and funds spent by Tuesday 31 March 2026, with reporting requirements throughout.

(4) DATA PROTECTION AND YOUR RIGHTS

We will process any personal information contained in the application confidentially and in accordance with data protection legislation and our privacy statement. The application form contains information that is personal data for the purposes of the General Data Protection Regulation 2018 (GDPR) and in respect of which the funding partner is obliged to supply the following information:

- The data controller is CVS Falkirk & District
- The legal basis for collecting the information is Contract
- The information you provide will be used for the following purposes:
 - a) Processing your application: your application will be made available to the funding panel group
 - b) Data may be used for statistical purposes by CVS Falkirk & District, Falkirk's Community Planning Partners, and Scottish Government, for performance monitoring and reporting
- Your application form will be stored securely and retained to ensure CVS Falkirk & District's compliance with grant conditions which are relevant to successful applications. Apart from a) to b) above, the information you provide will not be disclosed to any other organisation for any purpose other than detecting or preventing fraud

You have the right to request information about how your personal data is processed and to request a copy of that personal data. You have the right to request that any inaccuracies in your personal data are rectified without delay and you can edit your contact details at any time. This should be done in the first instance by contacting the organisation providing you with support.



COMMUNITIES MENTAL HEALTH & WELLBEING FUND ROUND 4

FUND INFORMATION AND GUIDANCE

In applying, you confirm that:

- You have read the fund guidance and understand the criteria relating to both applicant organisations and projects
- You are applying on behalf of a third sector organisation or community council, and are authorised to submit this application
- The project requires funding in the current financial year to proceed
- You understand that CVS Falkirk & District is required to store and process the data you submit in order to consider your application and manage any potential grant
- CVS Falkirk & District can hold the data you have provided and share it with partners as necessary to manage the grants process
- You have permission from any other person whose data you are including in your application

(5) WHAT HAPPENS NEXT?

When you submit your application through the [CVS Falkirk & District Grant Funding Portal \(GFP\)](#), you will receive confirmation of receipt of your application, which will then be assessed and reviewed by an independent funding panel with a range of appropriate skills and expertise before decisions are made, and applicants are notified of the outcome. Please respond swiftly to any requests for additional information or evidence to help us process your application promptly.

We anticipate receiving a high volume of applications and that we will be able to respond to most applicants with a decision by the **end of February 2025**. We will be unable to respond to individual requests for updates prior to this date. However, if you require any support in completing the application form or using the Grant Funding Portal, please contact CVS Falkirk & District by phone: 01324 692000, or email: info@cvsfalkirk.org.uk

Monitoring and Evaluation

Successful groups and organisations can expect to provide a 6-week summary report to let us know how your project is progressing along with a more in-depth end of project report which will include information about the number and types of people who benefited, the overall impact of your project, any significant successes and challenges and a case study or project story. Where it is appropriate, we would also like to see photographs or videos.

We want the work of this fund to inform future policy and funding decisions, and we may also create opportunities for projects to showcase their work and the impact they have on local people and communities. Applicants are encouraged to participate in these.



COMMUNITIES MENTAL HEALTH & WELLBEING FUND ROUND 4

FUND INFORMATION AND GUIDANCE

Contact our Team

- By phone: 01324 692000
- By email: info@cvsfalkirk.org.uk
- If you know which staff member you're looking to speak with, please contact them via their direct mobile number listed on our [Staff page](#) (linked for your convenience).