

Guidance Notes for The Healthy Communities Small Grants Programme

These guidance notes are for anybody wishing to apply for a small grant of between £5-£10k from the Healthy Communities Programme.

The guidance note is designed to help you decide whether or not your project is eligible for funding and to help you with completing your application form.

The guidance note is broken down as follows:

Click headings to take you to the relevant section of the Guidance Notes

[About The Healthy Communities Programme](#)

[Checking You Are Eligible](#)

[The Types of Organisations We Can Fund](#)

[Programme Criteria](#)

[Restrictions and Exclusions](#)

[How to Apply](#)

[Timescales](#)

[Feedback](#)



About The Healthy Communities Small Grants Programme

The Healthy Communities Programme makes grants of £5,000-£10,000 available to small community and voluntary organisations and groups to support an improvement in health and well-being in their local communities.

Checking You Are Eligible

To apply for a grant from this programme you must be:

- a small charity or community group with an income (or projected income if you are an organisation less than 12 months old) of under £75,000 per annum
- requesting funding for a project which lasts no more than 12 months and is about the health and well-being of a local community
- requesting funding for a project which falls within one of [our local society lottery areas](#) operating within England, Scotland or Wales and is open for applications
- requesting funding for projects which are not normally funded from statutory sources, for example the NHS, Local Authority etc
- requesting funding for a project whose total value is no more than £25,000 – of which you can request no less than £5,000 and no more than £10,000 from the Healthy Communities Programme
- able to supply your last two years of annual accounts if you are an established organisation. If you are a new organisation (less than 12 months old) you will be required to submit a projection of income and expenditure for the current financial year



The Types of Organisations We Can Fund

Organisations we give grants to must be one of the following:

Incorporated organisations

- A charity registered in England, Scotland or Wales
- A company limited by guarantee
- A Community Interest Company
- An Industrial and Provident Society

Unincorporated organisations

Constituted* community groups and voluntary organisations or association - with a social purpose and with at least 3 unrelated people aged over 18 on the management committee.

**to be a constituted organisation, a group or organisation will need to have a governing document, e.g. a set of rules, which sets out how the organisation works and does not allow profit to be taken. Applicants will be required to attach a signed and dated governing document with their application form.*

Programme Criteria

We will support community organisations and groups with projects and activities which meet each of the following criteria:

1. Your project aims to support an improvement in health and well-being in your community
2. Your project targets people who are at a higher risk of poor health and dying younger.
3. Your project ensures that there is community participation in the project
4. Your project is local
5. Your project is relevant, practical and can make a positive difference to the local community

More explanation of each criterion can be found on the following pages.



Programme Criteria

continued

1. Your project aims to support an improvement in health and well-being in your community

There is a wide variety of routes to a healthier community, depending on what issues affect health and well-being in a particular locality or in a particular group. We would like you to tell us what these issues are and how your project will help achieve a healthier community.

2. Your project targets people who are at greatest risk of poor health and of dying young than the general population

Your project must be working with people within one of our local society lottery areas who are at greatest risk of poor health and of dying young than the general population.

For example:

- you may wish to work in a part of a local society lottery area which is indicated as an area of deprivation, for example in the indices of multiple deprivation
- you may wish to work in a part of a local society lottery area with a specific group of people who are known to have the worst health outcomes, for example, typically they die younger than the rest of the population or they have poorer health for more of their life.

3. Your project ensures that there is community participation in the project

Applicants must ensure that the people benefitting from the project have been involved in the design of the project and will be involved in its delivery. Applicants must also ensure that the people benefitting from the project are involved in the ongoing development and evaluation of the project.



Programme Criteria

continued

4. Your project is local

By local we mean:

Exists to support a group of people with a common interest

There must be particular shared interest which unites a group of people

Examples might include:

- improving the environment in which you live
- increasing physical activity across your community
- supporting specific groups or parts of the community to come together to address particular health-related issues

And

Be small

The projects you are proposing must meet the needs of a small group of people. By this we mean the number of people in your project is small enough to be able to influence, shape and participate in the project and that a Healthy Communities grant can make a difference.

Examples might include:

- A small population across a limited area e.g. a few streets in a city
- A small population across a larger area e.g. a number of villages across a rural area

5. Your project is relevant, practical and can make a positive difference to the local community

The projects must be relevant to your target community. It should be a practical project which does not limit the access of community members as a result of their age, disabilities, ethnicity, sexual orientation etc. The project must make a lasting difference – no matter how small - to the local community. We will ask you to tell us about the differences you have made as a result of your funded project at the end of the grant award.



Restrictions and Exclusions

- A maximum of one Healthy Communities grant application can be submitted per organisation per local society lottery area.
- A maximum of eight Healthy Communities applications can be submitted at one time per organisation across all local society lottery areas .
- If successful, organisations can only re-apply to the Healthy Communities Programme 12 months or more after the date of grant award.
- If unsuccessful, organisations can re-apply to the Healthy Communities Programme immediately after they have been notified of their decision.

Please note that you cannot submit an application form if any of the following exclusions apply to your organisation / group or project:

- your application is for a project of which the purpose is to promote a religious belief or political opinion
- you are a public or private sector organisation
- you are applying as an individual (not as a group or organisation)
- your funding request is for less than £5,000
- your funding request is greater than £10,000
- your overall project cost is more than £25,000
- you are requesting money for:
 - projects or activities which are not health related
 - activities or organisations that are outside of England or Scotland or Wales
 - retrospective funding
 - contingency costs / unspecified expenditure
 - fundraising costs
 - loans or interest payments
 - endowments
 - projects which cannot be completed within 12 months



How to Apply

To request an application form and more detailed guidance notes, [please click here](#) to see if the Healthy Communities Programme is open in your area. If the programme is open in your area, please complete the request form [on our website](#). You may also write to us to request an application form at:

Healthy Communities Small Grants Programme
People's Health Trust
Resource for London
356 Holloway Road
London N7 6PA

Timescales

Each local society lottery area will be open for applications on a specific date. Our [website](#) will publish this information along with the closing date for applications in each area. We will only assess eligible applications. We will aim to let applicants know whether funding has been awarded between ten to twelve weeks of the application deadline for each local society lottery area.

Feedback

Unfortunately, due to the volume of applications submitted to the Healthy Communities Programme, the People's Health Trust cannot give detailed feedback to unsuccessful applicants.