**Alder Hey NHS Foundation Trust – Healthy Weight: VCF Sector Grant Award Programme**

**Application Guidance (including notes on Monitoring and Evaluation)**

1. **Overview**

Prior to the pandemic, Liverpool had significantly higher percentages of children and young people who were overweight or obese, compared to the national average. The situation is now worse. The Healthy Weight programme aims to create a prevention focussed, community based, partnership led approach to addressing healthy weight and improving mental wellbeing in children and young people. The partnership model will develop existing community and voluntary sector infrastructure and utilise clinical expertise as required to effectively and efficiently work with individuals, families and communities. Primarily, we want to target children and young people (including people up to 25 years old with disabilities), but recognise the importance of involving families and the wider community. Ideally, we want these interventions to be co-designed with the targeted community to address the challenges they are facing. We are keen to see innovative, preventative and integrated approaches and for projects to view people in the context of their families, communities and neighbourhoods, and not as problems to be solved, but as assets to be invested in. Successful applications will be able to demonstrate they are targeting areas of greatest need in Liverpool. Example details on Liverpool’s levels of need can be found [here](https://liverpool.gov.uk/council/public-health-liverpool/joint-strategic-needs-assessment/about-the-jsna/) but other measures of need will also be considered. However, we will be looking to spread the fund across the city and not concentrated within the same ward/s. Therefore, organisations that operate in the same ward/s could potentially benefit from a joint application. This does not rule out any application that covers multiple wards or the entirety of the city from being successful.

The aim is to increase impact on outcomes related to health weight, mental health and emotional wellbeing amongst children and families.

The key outcomes of focus for this programme are reduction in excess weight and improved mental health, wellbeing and resilience amongst children and families. This will be achieved by directly influencing:

* The application of specialist paediatric expertise within prevention programmes
* Building community capacity and skill
* Enhancing protective factors (e.g. good mental health, physical activity, leisure, access to green spaces, access to healthy food, breastfeeding, developing skills, enhancing parenting, forming positive relationships)
* Reduction in key modifiable risk factors (e.g. poor mental health, problems with finances, employment, relationships, exposure to food with high calorific and low nutritional value)
* Collaborative working between organisations to meet needs holistically and for whole families
* Increased volunteering opportunities and community participation
* Enhancing accessibility for families facing additional barriers, particularly families who are materially disadvantaged, from Black and Minority Ethnic Background and families of children with SEND.

The types of programmes we want to fund will:

* Provide early, preventive support for families around breastfeeding, healthy introduction of solids, portion size, nutritional value, and balanced/varied diet
* Provide appropriate early/preventive support for families in overcoming common challenges in childhood eating: fussiness, strategies to support family health eating
* Enhance food poverty systems to make healthy eating accessible for vulnerable families as part of enhancing socio-economic, health and wellbeing outcomes holistically
* Deliver local activities for families to support engagement with physical activities and address barriers to access
* Deliver community activity encouraging families to be physically active together (targeting key groups: families with pre-school children, teenage girls, overweight families)
* Support families of children with SEND to access physical activity and improve diet and nutrition
* Take every step, to provide a health promoting environment within your organisation and the activities provided

(We expect most applications to address more than one area).

Having good physical and mental health and wellbeing makes it easier to deal better with the different stresses (physical and mental) and problems in life. It also supports our ability to fulfil our ambitions and dreams, to be more confident, have good relationships with other people and cope with life’s ups and downs.

LCVS will be administering the grant on behalf of Alder Hey Children's NHS Foundation Trust.

1. **Level of funding available**

Bids are invited for grants of between **£50K and £100K** for a **12-month programme of activity**. It is expected that between 5-10 grants will be issued.

The grant can cover the project delivery as well as a contribution to core and running costs related to that project.

Project can be either extensions of existing projects or a new project but must have a clear exit or sustainability plan.

50% of the grant allocation will be provided once the offer letter is signed and returned by the grantee. A second 50% payment will be made further to receipt of satisfactory Quarter 2 monitoring data.

**Who is eligible to apply?**

This grant is aimed at the Voluntary, Community, Faith and Social Enterprise Sector in Liverpool.

To be eligible your organisation must:

* Have been established for at least 12 months as of November 2022
* Demonstrate an income of over £10,000 in the last 12 months
* Be based in Liverpool, and operating for the benefit of Liverpool residents
* Be able to meet one or more priorities as detailed
* Have a constitution or governing document that contains clear charitable objectives
* For Community Interest Companies, have at least three directors
* Have a bank account in the name of the organisation with two or more signatories
* Be able to provide annual accounts or an income and expenditure breakdown for the past 12 months
* Provide an up- to- date safeguarding policy for the organisation.

The following are **not eligible** for funding via this programme:

* Individuals, or organisations applying on behalf of individuals
* Organisations established for less than 12 months as of November 2022
* Organisations with an income of less than £10,000 in the last 12 months

Statutory bodies

Organisations located outside Liverpool

Companies limited by shares

Hospitals and health authorities

Medical research

Universities, colleges or schools

Academic research, scholarships or bursaries

Organisations set up to support animals

The promotion of religion or political views

Large capital costs including large scale renovations and the purchase of vehicles

The promotion of philanthropy and endowment appeals

* Retrospective funding: costs that have already been incurred

1. **Timetable**

**5th December:** grants programme opens for applications

**TBC December:** funding workshop on application process, evaluation and monitoring

**16th January:**  grants programme closes for applications

**w/c 27th February:** applicants notified of outcome

*Successful applicants will be required to submit evaluation reports quarterly on the 7th working day after the end of the quarter being reported on. The final report is due 15 working days after end of the final grant quarter.*

**APPLICATION GUIDANCE**

**Section A – Organisational details**

This is where you can tell us about your organisation, including your main area of work. As with the rest of the form, please note the word count.

**Section B – Programme details**

In this section we need to know about your project, the number of beneficiaries you will work with, who your beneficiaries are and how your project meets the priority areas and outcomes.

The grants are available for projects that support the following priority areas:

* Provide early, preventive support for families around breastfeeding, healthy introduction of solids, portion size, nutritional value, and balanced/varied diet
* Appropriate early/preventive support for families in overcoming common challenges in childhood eating: fussiness, strategies to support family health eating
* Enhance food poverty systems to make healthy eating accessible for vulnerable families as part of enhancing socio-economic, health and wellbeing outcomes holistically
* Delivery of local activities for families to support engagement with physical activities and address barriers to access
* Community activity encouraging families to be physically active together (Targeting key groups: families with pre-school children, teenage girls, overweight families)
* To support families of children with SEND to access physical activity and improve diet and nutrition
* To take every step, to provide a health promoting environment within your organisation and the activities provided

**We are interested to see innovative approaches to meeting our identified priorities, particularly where projects are helping to support the whole family, either directly or indirectly.**

**Safeguarding** – We want everyone taking part to be able to fully participate in a way that is safe and secure. We will need you to include a copy of your safeguarding policy with your application as well as giving us a brief outline on how this policy is implemented. If you need help and support with safeguarding training and renewing volunteer / staff DBS certificates, then please tell us and we will get in touch.

**Section C - Financial information**

Please complete the budget section setting out the total cost of your programme.

You can only apply for funding to support the specific outcomes you are addressing in this application. If your project is an extension or enhancement of existing work you do, you must only apply for the cost of the *additional* work and outcomes that this funding would enable you to undertake. Bids are invited for grants of between **£50K and £100K**.

**Please note: Forms can only be submitted via the online link through the LCVS website.**

**Evaluation – Notes on what to expect**

This is a new grant programme and evaluation is therefore vital for informing future work in the area. We will need you to show how you will demonstrate you have met your project outcomes and detail what tools and methods you will use to gather that information.

Successful applicants will be expected to collect data on the progress of their beneficiaries during the period of the grant, so that we can assess the success of the grant programme (Appendix A – Evaluation Framework). Failure to provide monitoring and evaluation data may result in our having to reclaim an amount of any grant made.

We will be using Survey Monkey so that all evaluations are done online. This makes it easier to collate data and ensures a consistent approach.

**The first section of the monitoring form will relate to your organisational details. The specific data relating to you programme will include the following:**

* How many people have you worked with to date/by end of project?
* What was the progress (from the beginning, mid-way, to end) of programme participants against agreed outcomes? E.g. you may report:
* X number of participants reported better management of their physical health
* X number of participants reported better management of their mental health
* X number of participants agreed they had a greater choice and/or involvement within the wider community
* How did you measure this progress? What tools or methods did you use? How often did you measure individual beneficiary progress?
* You will be asked to provide 3 case studies (one with each evaluation report) about your work with your beneficiaries.
* You will be asked to collect information on; the area that participants live in (first part of the postcode e.g. L8), some protected characteristics such as race and sexual orientation, participant age. (Alder Hey may contact you for further demographic information)
* There will be opportunity for you to report on any other outcomes you feel the project achieved

Please note that as the programme develops, we may have to ask for additional information, but we will keep you up to date.

Appendix A – Evaluation Framework

When designing your evaluation activity, please consider the following data types and reporting outputs. Please note, you may not want to include all these data types and there may be data you wish to collect that is not listed here. This framework is to be utilised as guidance only; you will know what will work best for your organisation.

|  |  |
| --- | --- |
| **Data type** | **What can be reported on?** |
| **Routinely collected activity data**  Routinely collected activity data such as the number of people accessing the service and the number of opportunities provided. | * Numbers accessing * Number of opportunities provided * Most required interventions |
| **Demographic data**  Demographic break down of those accessing the offer | * Demographic break down of those accessing the offer * Analysis of how this related to population data – who are you capturing? Who are you missing? |
| **Outcome measures**  Pre and post outcome measures relating to wellbeing or other relevant factors | * Number of pre-measures taken * Number of post-measures taken * Wellbeing changes (or otherwise) for those with matched data |
| **Routine survey data**  The opportunity to complete a survey to understand the experience of those using the service. This may include both open and closed questions relating to satisfaction levels, self-reported impact, or any gaps/improvements. Examples of questionnaires can be provided on request. | * Number of surveys completed * Summary of survey data |
| **Case study data**  Collecting case studies allows for collection of more in-depth qualitative data, to offer a more detailed understanding of someone’s journey through the service and its impact (as defined by the individual). Case studies relating to the different communities referred to in the defined outcomes will be particularly useful. | * Number of case studies completed * Themes/quotes |
| **Qualitative data**  Some qualitative data can be collected with the surveys/case studies above. However, there is potential to do some more focused, in depth qualitative data collection, for example via interviews/focus groups. | * Number of focus groups/interviews planned/taken place * Numbers recruited to focus groups/interviews * Numbers attended focus groups/interviews * Themes/quotes |