

# Application form – Better Mental Health, Round 2

**Please read the programme guidance fully and check the eligibility criteria before completing this application form.**

## Application deadline: 11am, 26 July 2022

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| Part A - Eligibility checklist |
| **Please check this list carefully. You must be able to answer YES to all questions in order to be eligible to apply** | Yes | No |
| 1. Are you applying for funding for an organisation (not an individual)?
 | [ ]  | [ ]  |
| 1. Does your organisation work with residents of Hackney and/or the City of London?
 | [ ]  | [ ]  |
| 1. Does your organisation have a formal constitution or governing document?
 | [ ]  | [ ]  |
| 1. Is your organisation constituted to be not-for-profit?
 | [ ]  | [ ]  |
| 1. Did your organisation have a turnover under £300,000 in its last financial year?
 | [ ]  | [ ]  |
| 1. Does your organisation have at least two people on its Board of Trustees or Management Committee?
 | [ ]  | [ ]  |
| 1. Do your financial statements/ last set of accounts show a financial surplus?
 | [ ]  | [ ]  |
| 1. Does your organisation have a bank account, requiring at least two signatories?
 | [ ]  | [ ]  |
| 1. Are all your bank account signatories unrelated (by blood or marriage) and living at separate addresses?
 | [ ]  | [ ]  |
| 1. Can you confirm that your organisation is not an existing member of the City and Hackney Wellbeing Network
 | [ ]  | [ ]  |
| 1. Can you confirm that your organisation did not receive funding through the Better Mental Health Round 1 programme (also known as Wellbeing Network Expansion)
 | [ ]  | [ ]  |

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| Part B – About your organisation |
| 1. Name of organisation/ lead partner:
 |       |
| 1. Address:
 |       |
| 1. Post code:
 |       |
| 1. What is the legal status of your organisation (more than one may apply)

[ ]  Company limited by guarantee[ ]  Registered charity[ ]  Voluntary organisation[ ]  Other – please describe:       |
| 1. In which year did your organisation start?
 |       |
| 1. What are the aims and objectives of your organisation?

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| 1. How many paid staff/volunteers are involved at your organisation?

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| Full time staff |       |
| Part time staff |       |
| Volunteers |       |
| Board/ Trustees |       |

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| 1. Tell us about your organisation’s leadership, including its board of trustees, and how they represent your community.

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| 1. What was your organisation’s turnover in its last financial year?
 |       |
| 1. Are you applying as:

[ ]  Single organisation[ ]  Partnership or consortium, with a lead partner plus delivery partners |
| 1. If you are applying as a partnership or consortium, who are the delivery partners? You do not need to include the lead partner in this list. If there are more than three delivery partners, please send us details of all additional partners by email. Please note that all delivery partners must be formally constituted, not for profit organisations.
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| Partner 1:       |
| Partner 2:       |
| Partner 3:       |

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| Part C– Project overview |
| 1. What is the name of your project?
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| 1. How much would you like to apply for?
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| 1. What community or communities will your project support? (Ideally, use 10 words or fewer)

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| 1. In one sentence please sum up your project. (Ideally, use 20 words or fewer)

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| Part D – Project details |
| 1. Please describe the mental health needs of the community or communities that your project will support. Please include details of how you know this is a need (this may include published data, your organisation’s observations and/ or feedback from service users) (Suggested answer length: 200-300 words)

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| 1. What activities will you deliver with the funding? (Suggested answer length: 200-300 words)

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| 1. How will these activities make a significant difference to the mental health and wellbeing of the people you are working with? (Suggested answer length: 150-250 words)

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| 1. How will these activities reduce inequality in access to mental health services (Suggested answer length: 150-250 words)

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| 1. How will you ensure that your project has a lasting impact? (Suggested answer length: 150-250 words)

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| 1. How many service users will you work with?

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| 1. Are there likely to be any indirect beneficiaries of your work? For example, the families of service users may benefit from the work you do, although you are not working directly with them. Please describe any indirect beneficiaries and give an estimate of how many there are likely to be.

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| 1. When will your project begin and end? (Please bear in mind that the earliest possible start date is 1 September 2022 and all projects must be complete by 30 June 2023)

Start date:      End date:        |

1. Please tell us about your project’s goals, timeframes and how you plan to measure progress against each goal. Please give between 3 and 5 goals. A goal may be activity-based (e.g. state you will hold a certain number of events) or may be outcomes-based (e.g. a positive change in a particular issue for a number of your service users). Please make sure at least two of your goals relate to outcomes: that is, about the difference that your project will make.

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|  | **Project goal**Please be specific. Include details of what success will look like for this goal, giving numbers or percentages where appropriate. | **When will this goal be met?** | **How will you measure progress?** Please tell us what methods you will use to know that your project has achieved this goal. |
| i |       |       |       |
| ii |       |       |       |
| iii |       |       |       |
| iv |       |       |       |
| v |       |       |       |

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| Part E – Project budget |
| Please complete the project budget spreadsheet and submit it with your application |

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| Part F – Contact details and declaration |
| 1. Who can we contact about this application?
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| Name |       |
| What is their position in the organisation? |       |
| Phone: |       |
| Email: |       |
| 1. Declaration

I, [Your name], am an authorised representative of [Name of organisation]. My position in the organisation is [Position in the organisation].[x]  To the best of my knowledge, the information I have provided on this application form is correct.[x]  If a grant is awarded, this will be used exclusively for the purposes described.Date:       |

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| Part G – Additional documents checklist |
| Please remember to attach the project budget.Please attach the following documents with your application* Your organisation’s constitution
* Your organisation’s most recent set of accounts or financial statement approved at your AGM
* A recent bank statement showing details of the bank account that you will use to receive any grant from Hackney Giving
* Your organisation’s equal opportunities policy
* Your organisation’s safeguarding policy/ policies.

Please send your application to applications@hackneygiving.org.uk  |

Hackney Giving is run by Hackney CVS (registered charity 1069736)

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