



 Manchester Health & Care
Commissioning
A partnership between
Manchester City Council
and NHS Manchester CCG



The Big Life group Social Prescribing Development Fund



APPLICATION FORM

Please read the **Fund Background & Guidance Document**. If you need advice or support to complete your application form, please email Naheed Akhtar at socialprescribing@thebiglifegroup.com

SECTION 1 – NAME OF PROJECT

Name of project

SECTION 2 - APPLICANT DETAILS

Name of organisation

Address of organisation

Organisation email

Organisation telephone number

Website

Social media URLs

Main contact name and contact details

Second contact name and contact details

b) Organisation details (complete where applicable)

Date established

Community group

Registered charity

Charity number

Company limited by guarantee

Company number

Community Interest Company

Company number

Other

Details of annual income

2020/21

2019/20

c) Please detail the aims and objectives of your organisation and activities or services it provides. If Covid-19 has affected your group's funding, activities, or services, please provide details. (maximum 500 words)

SECTION 4 – ABOUT THE PROJECT

Please provide details of the proposed project and the benefits that this project will bring for participants, organisation, group, or wider community.

Please also confirm which of the 5 aims of the fund you will address (please refer to the background and guidance document)

All activity must be Covid-19 risk assessed and undertaken in line with government guidance. (maximum 500 words)

Please list three outcomes that your project aims to achieve (maximum 300 words)

How do you plan for this project to continue once this funding ends? (maximum 300 words)

How would you adapt your project to ensure it could be changed if needed to meet Covid-19 government guidance? (maximum 300 words)

Is this a new project?		If existing, what will you use the funding for?	
How did you identify the need for the project?			
How will your group support social prescribing?			
How will you monitor the project to ensure it is effective?			
How many staff and volunteers will be involved in the project?			
Where will the activity take place?		How many people will benefit from the activity?	
Project start date		Project completion date	

SECTION 5 – PROJECT FINANCES

a) Cost of project			
b) Amount of grant required			
c) Amount from other sources			
d) Details of other funding			
Funder	What they may fund	Dates of funding decisions	
e) How will you spend this money? Please provide a breakdown of expenditure.			
Expenditure item			Cost
TOTAL			

SECTION 6 – SUPPORTING DOCUMENTATION

Please supply the following documents when you submit your application. IF YOU DO NOT SUPPLY THESE DOCUMENTS, WE WILL NOT BE ABLE TO PROCESS YOUR APPLICATION.

Please tick the boxes to confirm which documents you have attached to this application.

a) Constitution or governing document

b) Most recent signed annual accounts **OR**

c) 3 consecutive bank statements if the organisation was established less than 12 months ago **OR**

d) Name of organisation receiving funding (for new groups without a bank account)

e i) Public liability insurance to include employer's liability if you employ staff

e ii) Costs of the above included in application

f) Please confirm your organisation has the following in place:

Safeguarding policies and procedures

Yes

N/A

Disclosure and Barring Service (DBS) checked staff and volunteers

Yes

N/A

Covid-19 risk assessment

Yes

N/A

SECTION 7 – DECLARATION

We, the undersigned, agree to:

- No expenditure being incurred on this project prior to the grant decision being given.
- Certify that the information contained in this application is correct and that we are authorised by the organisation to accept these conditions on their behalf.
- Acknowledge responsibility for all risk assessment and health and safety checks for the project, including Covid-19 risk assessments.
- Notify Big Life immediately if for any reason we are unable to deliver the agreed activities as detailed in this application
- Use funds, if granted, only as specified in this application, unless receiving authorisation from Big Life to make changes.
- Repay any money unspent during the project lifetime.
- When requested, to send the invoices/receipts for all payments made with this grant along with the completed Project Evaluation Forms to the Big Life group within the agreed timescales.
- Agree to participate in monitoring, auditing and evaluation related to this fund.
- Highlight the support of MHCC and The Big Life group in all publicity material and agree to MHCC and The Big Life group's use of the organisation's name and photographs for promotional purposes.
- Inform Big Life immediately if either signatory leaves the organisation or can no longer fulfil their responsibilities, or someone else takes over responsibility for the grant on behalf of the organisation.

For the purposes of the Data Protection Act 2018, by signing this agreement, you are authorising Big Life to compile and maintain such personal records concerning yourself, including personal data, as Big Life deems necessary for the proper conduct of the business of Big Life and/or the performance of this agreement.

Contact Person		Organisation Chair or Treasurer (Different from Contact Person)	
Signature		Signature	
Full name		Full name	
Position		Position	
Date		Date	

Please send your completed application form to: socialprescribinggrants@thebiglifegroup.com



Theory of change

- PEOPLE NOT PROBLEMS
- NEVER GIVE UP
- FIRST CLASS
- TREAD NEW GROUND
- WORK IN PARTNERSHIP



- Disparate public services
- Focused on single issues, not the whole person

So we offer the Big Life way:

The Big Problem



Which means:

- People are referred to lots of different services
- Staff are only trained to deal with single issues
- Services consider their offer, not what someone wants
- People who lack social support or financial means are least able to cope.

Starting where people are at and helping them get to where they want to be...



Which means:

- People have tools to help themselves

- People feel in control of their lives and build resilience

- People feel motivated to make changes to their lives

- Staff are trained to offer multiple interventions

- There are less barriers for people to access all the services they need when they want them

- People are only referred for specialist help

