February 2020

**Small Grants 2020**

Healthwatch CWL gathers local people’s experiences of health and social care, in order to influence how these services are delivered in in Westminster, Kensington & Chelsea, and Hammersmith & Fulham. This project helps organisations to make local voices heard.

**Applications are open for Healthwatch Central West London’s (Healthwatch CWL) first ever small grants project.**   
  
This project invites groups in Westminster and in Kensington & Chelsea to help us bring more local voices to the centre of decision making about health and social care.

This document provides all the information you need to know about the project and how to apply for the £500 grant. It includes an application form for you to complete and send to [smallgrants@healthwatchcentralwestlondon.org](mailto:smallgrants@healthwatchcentralwestlondon.org).

Priorities

This year, Healthwatch CWL has prioritised collecting patient experiences of five different types of health and social care services:

1. Mental Health services (can include CAMHS for young people)
2. Primary Care services
3. Urgent Care services
4. Digital services (e.g. an NHS app; online interpreting services)

These areas of focus have been selected as they inform our ongoing work at Healthwatch. We will not select applicants on the basis of which area of focus they choose (in other words, we will not select “one of each” etc.)

Aims

For the Small Grants Project, we would like to hear from organisations who work with groups who are often under-represented in public discussions about health and social care. We would like you to:

* Select one of the services above and explain who you will be asking about their experiences with that service.
* Propose how you will collect, record and present your findings.
* Propose how the grant will be used.

Who receives the 2020 grant?

Healthwatch CWL will select six local groups or organisations (three from Westminster, and three from Kensington & Chelsea) to each run a research project to gather local patient experiences over between six and eight weeks from May-July 2020. Each project will receive a grant of £500 to complete the project. The successful candidates will be selected by the Healthwatch panel in March 2020.

What should the project look like?

Your application should include your plan for an innovative project that gathers your chosen group’s experiences of using your chosen health or social care service. This is for you to decide: it could be through an event, survey, or other forms of local outreach.

The grants could fund the following suggested activities (this is not an exhaustive list):

* Engagement activity to gather people’s experiences of local health services
* Session aimed at understanding to what extent people and communities are willing and able to get involved in taking more control of their own health
* Working with groups or communities of interest that are likely to experience barriers in voicing their experiences and views of local health and social care services through existing channels/methods

Examples of what can be funded:

* Purchase of equipment
* Cost of a local event or workshop
* Training for volunteers
* Additional activities to expand an existing funded project
* Innovative ways of capturing stories, experiences and conversations about local health and social care services
* Further work of the project or group after the project is complete

Your application should clearly explain how it meets the objectives of Healthwatch Central West London:

1. Amplifying local voices
2. Informing the public about local experiences of health and social care
3. Influencing NHS provider decisions

What we expect from the selected projects:

Healthwatch CWL would like you to:

* Present your project’s methods and progress at the Healthwatch CWL Annual Meeting in July 2020
* Raise awareness of Healthwatch Central West London
* Share photos, videos and people’s experience of the engagement activities
* Healthwatch CWL would like to produce a short report on the outcomes of your discussions about local health and care services. Your project can nominate someone from the group to take notes to share with Healthwatch, or a member of the Healthwatch team can attend your outreach activities and collect data. Please include a note in your application to indicate which approach you would like to take.

How to apply

Organisations and groups can apply for a grant by filling out the application form on the following page. You may use up to 500 words in each section and use additional pages if needed.

To be considered for the grants project, please complete this form and send it to the Healthwatch CWL Small Grants team at [smallgrants@healthwatchcentralwestlondon.org](mailto:smallgrants@healthwatchcentralwestlondon.org).

**The application process is now open until Monday 16th March. The successful recipients will be announced on Monday 6th April 2020.**

For more information, you can speak to any member of the Healthwatch CWL team on **0208 968 7049**

**Please find the project application form on the next page.**

**This is the application form for the 2020 Small Grants Project from Healthwatch CWL. You may use up to 500 words in each section and use additional pages if needed.**

To be considered for the grants project, please complete this form and send it to the Healthwatch CWL Small Grants team at [smallgrants@healthwatchcentralwestlondon.org](mailto:smallgrants@healthwatchcentralwestlondon.org).

If you would like to print this application form and post it to us, once complete, then you can send it to:

Small Grants Team

Healthwatch Central West London

5.22

Workspace Grand Union Studios

332 Ladbroke Grove,

W10 5AD

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| --- | --- | --- | --- | --- |
| 1. **Name of your group or organisation:** | | 1. **Please describe your organisation type** *(e.g. non- profit, voluntary/community group, charity etc)* | | |
|  | |  | | |
| 1. Please describe the group of people you will speak to for this research. Please indicate why you feel that this group is under-represented in conversations about health and social care.  (no more than 50 words) | | 1. Please select the option(s) which best describes the area of health and social care that you will collect experiences of.  If it is not in this list, please select **Other** and provide details in the space given. | | |
|  | | Mental Health | |  |
| Primary Care | |  |
| Urgent Care | |  |
| Using digital technology to access health services | |  |
| Services for Young People | |  |
| Other | |  |
| 1. **Lead Contact details** (please provide the details of the person who is leading this project, and include the address of your group or organisation) | | | | |
| **Name:** | | **Address and postcode:** | | |
| **Position:** | |
| **Telephone number(s):** | | **Email:** | | |
| 1. **The Healthwatch message is that people's views come first - especially those who find it hardest to be heard. Please explain why you have chosen your selected group, and the selected service, to focus your project on.** | | | | |
|  | | | | |
| 1. **If your application is successful, how do you propose you will use the grant?** (in this section, we would like to hear more detail about the type of outreach you will carry out, e.g. group activities and workshops, drop-in sessions, surveys and street outreach, etc.) | | | | |
|  | | | | |
| 1. **Please describe the groups or individuals from whom you are proposing to gather feedback and views and explain how they would benefit from your project.** | | | | |
|  | | | | |
| 1. **Please provide a breakdown on how you expect to spend the grant if successful.** (Quotes for these costs will be requested if your application is successful). | | | | |
| **Description** | | | | **Cost (£)** |
|  | | | |  |
| **Total** | | | |  |
| 1. **Does your organisation have reports of your engagement activities, findings and identifying recommendations?  If so, please provide web links here, or attach a copy with this application form.** | | | | |
|  | | | | |
| **We confirm that the information in the application is correct and we confirm that the organisation’s account requires a minimum of two signatories.** (This should be completed by two account signatories – electronic signatures will be accepted). | | | | |
| Name: | Role: | | Signature: | |
| Name: | Role: | | Signature: | |