



Innovation Fund

Fact Sheet



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Do you live or work within Hammersmith & Fulham, Kensington and Chelsea or Westminster? Do you have a passion for improving the wellbeing of people in recovery within the local area?

You provide the big idea (face to face project), we provide between **£500** and **£2500** to help make it happen.

or

You provide the big idea to support residents remotely and we provide up to **£1,000** to help make it happen.

The Innovation Fund

We are looking for innovative ideas that enhance the lives of our service users and members of the local communities in which we operate by:

- Reducing social isolation both locally and for people who access our services and
- Encouraging personal growth within the 5 Ways to Wellbeing



*Social activities
meeting new people,
feeling less lonely.*



*Keeping fit, going for
a walk, improving
your mood*



*Try volunteering; give
your time to help others.*



*Try volunteering; give
your time to help others.*



*Try something
new; learn a new
skill, take up a
hobby.*

We specifically want your idea to meet the **GIVE** stage of the 5 Ways to Wellbeing. We especially look for initiatives that try to do things a bit differently, use existing resources in new ways and offer opportunities for our service users to get involved (volunteering etc.).

Funding Deadlines

The funding panels sit on a monthly basis the dates and times are determined based on the number of applications received and the availability of our panel members. We will aim to give you as much notice as possible when inviting you to attend one of our panels to present your ideas.

The possibilities are endless...



A regular social space for people with shared interests (like fishing or baking) to get together and make new friends

Using the skills of the community and local resources to create upcycling and mending

Create a walk that both gets people together and takes them past local community centres and through our lovely parks

Organise a volunteering activity where anyone can give their time and have fun, like decorating a community space or community gardening!

It would be good to have a sports buddy, someone I can try different sports with



How much can be applied for?

We have two different Innovation Funds: One for face to face projects which is for grants between £500 and £2500 and one for online activities which is for grants up to £1000.

Each grant must be spent within 12 months of the grant being allocated. For smaller grants of under £150 please refer to the Big Ideas Grant.

If you are currently in receipt of any benefits and you are awarded a grant, it is important that you have a conversation with the Department of Work and Pensions to ensure that you are not penalised in any way.

Who can apply?

We are looking for projects from residents (aged 18+), charities and not-for-profit groups located within the boroughs of Hammersmith & Fulham, Kensington and Chelsea, and Westminster.

Grants are available to support new and innovative ideas, so we are unable to provide continuation for funding you are already receiving that is due to come to an end.

What support is available?

Support is available for service users of either DAWS or The Alcohol Service through the Education Training and Employment team (ETE). The Big Lottery Fund website has a number of useful documents to help people to plan their future projects.

What the fund can / cannot be used for

Can be used for	Cannot be used for
One-off or regular activities that promote social inclusion, such as setting up a weekly shared interest group or organising a one-off event. For example: you are interested in setting up a regular mindfulness group in Hammersmith as you've realised nothing currently exists. You need funds to pay for the initial space and promotional material. In exchange you will give five spaces in the group to people from either DAWS or The Alcohol Service.	We cannot fund projects that have already begun before we confirm our grant.
	Costs occurred through application
	Items/projects that only benefit an individual rather than a group of people.
	Loans or interest payments
	Political or religious activities
	Projects that you cannot maintain because of high on-going costs or the need for specialist skills
Equipment or resources to aid current provision that supports people in recovery. For example: you currently provide a local not-for-profit voluntary service providing food parcels and a friendly chat to homeless people in the local area. You would like funding to train five new volunteers. In exchange you will give one space on the training to someone from DAWS or The Alcohol Service.	Projects that cannot take place within the funding window.
	Projects that are based outside of the boroughs of Hammersmith & Fulham, Kensington and Chelsea or Westminster
	The purchase of alcohol or illicit substances

Insurance and safety

Depending on the type of project, you may need public liability insurance or qualified leaders. It is your responsibility to ensure you have adequate insurance in place. This should include cover for any assets you buy or events and activities you run using our grant. We may ask to look at these policies at any time. Your organisation must be affiliated to a governing body if your project involves a dangerous sport or activity

Bank or building society account requirements

- You must have a UK-based bank or building society account in the name of the organisation that submits the application and will carry out the project. We require at least two people who are unrelated and do not live at the same address to sign cheques or authorise payments and withdrawals, including for internet bank accounts. This does not apply to a state-funded school using a local authority account.
- We may ask you to open a new and separate account that will only be used for our funding.
- We are unlikely to fund a group or organisation which is in poor financial health.

Bank statements

- Any bank statements that we ask for should show your organisation's name and address. These must be consistent with the details provided in the application form or information elsewhere in the public domain.
- Your bank statement should show that your account is being managed in line with your own financial procedures and our programme requirements.

Signatories

- The people named as contacts on the application and any other form should be fully aware of the application and the project. We need full legal names as shown on identification documentation (such as passports, immigration documents, driving licences), not alternate names that they may be known by, should be included. Written signatures, if included, should match those on other legal documents.

Monitoring your grant

If we fund your project we will meet with you on a regular basis to check how your project is progressing, confirm how the grant has been spent and what you have achieved. We may also contact you six and/or twelve months after completion to understand the legacy effect of our funding - whether it is still running and what effect it has had in the community.

Please obtain and keep receipts for all items or services you buy with the grant as we may ask you to provide them. Please inform us if your project or any of your contact details change at any stage of your grant.

Repeat Applications

We will look at each new application on its own merit; however we will give priority to those who have not already received a grant within the last 6 months. **Further questions**

If you have any questions please call us on 020 7287 8743 or email us at Innovations Innovations@turning-point.co.uk

The application process

Complete your application form

When you are ready to make an application, fill in an application form and send it to us. Make sure that you leave plenty of time for your application form to get to us before the deadline.

Please make sure that you have completed the whole of the application. Incomplete applications will not be considered.



We assess your application

We will assess your application and may come back to you for more information or to expand on some of your answers.

If you are currently accessing support from one of the local services we may at this stage ask to have a brief meeting with you and your keyworker to ensure that you are receiving all of the support that you might need during this process.

All applications that are assessed as having adequate information and meeting the criteria will then be put through to the decision panel made up of a mix of service users and local community members. You will probably be asked to make a brief presentation of your project to the panel.



A decision is made by the Panel

The types of decision that may be taken by a decision making board include:

- | | |
|-----------------------|---|
| Award in Full | The award is made at the level requested in the application. |
| Reduced Award | The award is funded but at a reduced level. In this situation you may be asked for evidence that you are able to obtain the rest of the funding from other providers. |
| Deferred Award | The panel may withhold a decision in order to seek more information. The application will return to the next meeting for a final decision. |
| Rejected | The application is not funded. |



If you are successful

Depending on the amount and purpose of money that has been applied for you may receive the grant in regular instalments.

You will be required to provide regular progress reports throughout the period that your project is operational.

If you are not successful

We will support you with any help that you might need to reapply in the future.

Useful Information

Our services

The Drug and Alcohol Wellbeing Service (DAWS) provides substance misuse support and recovery services to the London boroughs of Hammersmith & Fulham, Kensington and Chelsea, and Westminster.

The service is run by Turning Point and Blenheim and supports residents, their families, friends, employers and the community to make positive changes to issues around drugs and alcohol.

<http://wellbeing.turning-point.co.uk/centrallondon/about-us/>

The Alcohol Service provides alcohol treatment and support for the residents of Hammersmith & Fulham, Kensington and Chelsea, and Westminster. The service is run by Change Grow Live (CGL).

The service aims to meet the changing alcohol needs of residents and to increase the proportion of vulnerable adults needing treatment who actually receive it.

<http://changegrowlive.org/content/thealcoholservice.westminster>

Education, Training and Employment Team For people currently accessing our service our ETE team will support you in completing your application or to get some advice around planning your project. You can contact the team by phone or email to arrange an appointment

020 8960 5599 or ete@turning-point.co.uk

Funding Guidance: Every year, The Big Lottery distribute millions of pounds of the National Lottery's good cause money to community groups and charitable projects around the UK. They also have a number of online resources available for people applying for funds

<https://www.biglotteryfund.org.uk/funding/funding-guidance/applying-for-funding>

5 Ways to Wellbeing- There are a number of great resources available regarding the 5 ways to wellbeing have a look at the Mind Website:

<http://www.mind.org.uk/workplace/mental-health-at-work/taking-care-of-yourself/five-ways-to-wellbeing/>