

COMMUNITIES MENTAL HEALTH AND
WELLBEING FUND FOR ADULTS

Support to make a strong application

2024-2025



Scottish Government
Riaghaltas na h-Alba
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VASLAN
SOUTH LANARKSHIRE
Third Sector Interface

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WHAT IS 'THE COMMUNITIES MENTAL HEALTH AND WELLBEING FUND FOR ADULTS'?

The **Communities Mental Health and Wellbeing Fund (CMHWF) for Adults** was established in October 2021 and to date, it has distributed around **£51 million** to community initiatives supporting mental health and wellbeing across Scotland.

Funding for a **fourth consecutive year** has been confirmed and **a further £15 million** will be available across Scotland for 2024/25. You can read further information on the Fund on the [Scottish Government website](#).

VASLan – Third Sector Interface for South Lanarkshire – is proud to act as funding lead for the South Lanarkshire area, and we will continue to work with local partners in managing and distributing the funding to organisations and community support groups that promote and develop mental health and wellbeing.

In the first year of this Fund, VASLan allocated over £1 million to 100 organisations across South Lanarkshire.

Please see the [VASLan website](#) for the application form, guidance and frequently answered questions.

HOW TO WRITE A STRONG APPLICATION

Prepare for your application

Before applying for any funding, you should always be well prepared. Know your project and practice by explaining it to a friend or writing it out on paper before putting it into words. Remember that space in the online application form is very limited, so be clear, compelling, and concise.

Working through your application in a separate document will help you write a stronger application; we recommend doing this in a Word document which allows you to use spell check before transferring it to the online application form.

Begin by drafting an overall summary of your entire project, making it straight to the point while covering the important parts that you feel are essential to making your project work. Know your demographic and tell us who will take part, what their needs are, the activities you intend to deliver and the differences you aim to make through your project. You will need this for your application form.



"Before anything else, preparation is the key to success."

Alexander Graham Bell

When writing your application, always think about these three questions:

01 What is the need for your work?

02 What will you need to deliver to address the need?

03 What difference will your activities make?

Always link your key points to the criteria of the Fund and assume VASLan have no idea who you are. Tell us about the people your project is supporting and ensure there is a key link to mental health and wellbeing,



What is the need for your work?

You know this better than the funder, do not assume they know this.

Tell us about who will take part in your project and their needs.

Tell us how they are excluded or disadvantaged and what research or knowledge you have to back this up.

Explain the geographic area or areas your project will cover. Are you targeting rural areas, specific communities or wider areas in South Lanarkshire?

What will you do to address the need?

You will be asked to provide information to describe your activities and the things you will do in your project. This is where we want to see the passion you have for your project. This can be difficult to express on paper but give the funder as much information as possible. This information could include:

- » What your grant will pay for, how long your activities will last and your timescale.
- » How many people will take part in total?
- » How many new volunteers/staff will you need to recruit for your project to be successful?
- » Name the other organisations and groups you will partner with and tell us how you will work together.

If you have not considered a partnership bid, to promote collaboration and partnership within the community why not think about other local organisations you could partner with to expand your project and possibly apply for more funding to make this possible. If you would like to discuss this further please email funding@vaslan.org.uk.

Your project should fit with one or more essential priorities as outlined in the application guidance. These are:

- » Tackling priority issues within the [Mental Health Transition and Recovery Plan](#) such as suicide prevention, social isolation and loneliness, prevention and early intervention.
- » Addressing the mental health inequalities exacerbated by the pandemic and the needs of a range of 'at risk' groups at a local level.
- » Providing opportunities for people to connect with each other, build trusted relationships and revitalise communities.
- » Responding to the cost-of-living crisis and tackling child poverty through interventions which support adults.
- » Supporting small grass-roots community groups and organisations to deliver such activities.

All projects must have a specific community focus within South Lanarkshire **ONLY** - although the project can be accessed from individuals living outside South Lanarkshire.

As well as the above, you should address the short and medium-term benefits. Ask yourself: “what will change as a result of this project?”.

Some examples of benefits are (but are not limited to): people know how to manage their mental health and wellbeing, people feel included and that services address the issues they face, people feel less lonely / isolated, people are making new friends, people are interacting and sharing skills / knowledge, people are informed of the services available to help them manage mental health and wellbeing.

Consider the impact your project will make for everyone directly involved and for those in the wider community.

Organisational status and other documents

There are a few more things to think about before you apply. Make sure you have your governing document to hand and available to send to VASLan. This should be your constitution which explains your aims and objectives and describes how your organisation is run.

Please contact us if you would like one of our development officers to come and offer advice on writing a strong constitution. This is a free service.

We will ask you to provide a copy with your application. If you do not have a written constitution, please select the “un-constituted organisation” option on the form. This will mean that you have to have a supporting, constituted organisation to support your application.

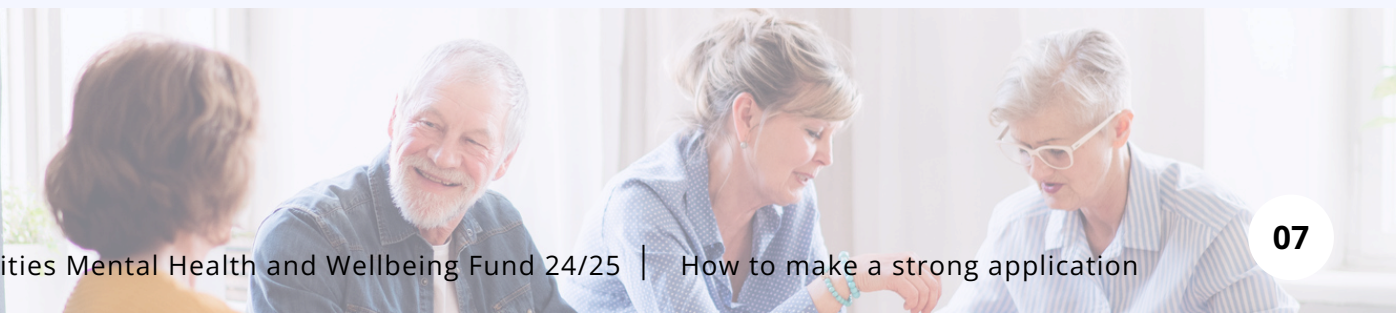
As standard practice we will also require you to provide a copy of your most recent annual accounts or if you don't have these, your annual financial statement.

Make sure your organisation or group is eligible to apply. We are encouraging applications from small, grassroots organisations, we have development officers who can support you in applying if you are unsure or un-constituted please contact us if you require this support.

We welcome applications from a range of voluntary, ‘not for profit’ organisations, associations, groups and clubs or partnerships which have a strong community focus for their activities.

Eligible Organisations

- » Community councils
- » Incorporated third/voluntary sector organisations, including:
 - *Scottish Charitable Incorporated Organisations (SCIO)*
 - *Social enterprise companies*
 - *Asset locked companies or Community Interest Companies (CIC)*
 - *Not-for-profit Companies Limited by Guarantee*
- » Constituted third/voluntary sector organisations, including:
 - *Unincorporated Associations*
 - *Charitable Trusts*
 - *Cooperative and Community Benefit Societies*
- » Un-constituted third sector / voluntary organisations
 - *If you don't have a written governing document, you can apply for grant funding up to a maximum of £2,000 but only where you are working in partnership with either a community council or an established, incorporated or constituted organisation that is willing to hold the funding on your behalf. If you select this category, we will ask for further information and written evidence to show an agreement in place between organisations.*
 - *You will need a bank account in the name of your organisation or group. However, unconstituted organisations can ask a partner organisation to hold grant funding on their behalf. We will only ask for your bank details if your application is successful.*
- » Parent councils - for projects that help people who are 16+ only. Please note that parent councils must have their own constitution and bank account (a voluntary organisation can hold funds on your behalf, if a written agreement is in place).



GENERAL ADVICE



It is really important that you take time to read the guidelines for the Fund carefully.



Please do not wait until the last minute before submitting your application. By doing this you run the risk of leaving it to late and the Fund will no longer be able to support your project. Please apply as soon as you can - all applications for the Communities Mental Health and Wellbeing Fund for Adults should be in before 5pm on Friday 1st November 2024.



You should aim to describe how your work fits with the funding criteria and priorities. If your work or project doesn't fit at all, then please don't apply.



Please make sure you answer all the questions in the application form directly.



If you are working in partnership with another organisation, remember to name them. It's good to describe the benefits of your collaboration and the unique contribution your project will make.



Your budget should include all the costs of delivering your project or idea. Take in to account the cost-of-living crisis we are facing and remember to include your capital expenditures (if any).

RECAP

- Tell us how you know there is a clear need for your project. Does this come from your own experience – perhaps from a high demand for your services, your knowledge of your community, or recent community consultation?
- How are you connected to people in your community? Please tell us about your connections, partners and the other organisations you work with. What do people say? How will service users or beneficiaries influence the delivery of your project?
- Tell us what you will do to make sure everyone can access your project, particularly people who would benefit most.
- What monitoring and evaluation tools will you use to measure the difference your work will make?
- How do you plan to report the differences your project makes to us?

If you have any further questions about the Fund or need support to make your application please get in touch via funding@vaslan.org.uk

We wish you every success and look forward to receiving your application!

ALL APPLICATIONS ARE ASSESSED BY AN INDEPENDANT PANEL OF 4 OR MORE PERSONS.

THE OUTCOME OF YOUR APPLICATIONS IS DETERMINED BY THE REVIEW PANEL AND THEIR DECISION IS FINAL.

VASLAN HAS NO AUTHORITY TO OVERRIDE THIS DECISION. YOU CAN RE-APPLY IF APPROPRIATE. FOR EXAMPLE, THE APPLICATION WAS UNSUCCESSFUL BECAUSE IT WAS UNCLEAR AND DID NOT PROVIDE ENOUGH INFORMATION.



SUPPORT FROM VASLAN

Additional support is available from VASLan. As a Third Sector Interface, we offer a range of support to all community groups, voluntary organisations and social enterprises in South Lanarkshire. Some of our services include:

Capacity Building Support

This includes, and is not limited to:

- Governance
- Risk assessments
- How to start up an organisation
- Mandatory training information
- Business planning
- Sustainability plans

Funding Support

This includes, but is not limited to:

- Funding searches specific to your organisation and project
- Support for completing applications
- Advice on VASLan managed funds and what funding we have available

Marketing Promotion

- We have our own Communications and Marketing team who are happy to visit your organisation and create your very own organisational spotlight video. This can then be promoted via our social media channels and you will receive a copy to keep.

Volunteer Support

- Do you make full use of the fantastic volunteers South Lanarkshire has to offer? VASLan can match opportunities with our database of volunteers, publicise volunteering at events, Employer Supported Volunteering to encourage private organisations to put a volunteering policy into their contracts so that their staff can volunteer.

CONTACT INFORMATION

If you have any further questions about the Communities Mental Health and Wellbeing Fund for Adults, or need support to make your application, please contact our dedicated team:



funding@vaslan.org.uk



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