|  |
| --- |
| **Dundee Green Health Fund****2023** |
| **Organisation Name:****Total funding requested:****Guidance & Application Form****Small Grants (up to £7,500)** |



Funded through:

**Dundee Green Health Fund**

**Small Grants Programme 2023**

In Scotland, the [Our Natural Health Service (ONHS)](https://www.nature.scot/professional-advice/contributing-healthier-scotland/our-natural-health-service) programme is led by [NatureScot](https://www.nature.scot/), along with partners from national and local government and the voluntary sector. It aims to bring the health, environment and other sectors closer together to maximise ways in which use of the natural environment can contribute to improved physical, social and mental health and wellbeing outcomes and tackling health inequalities.

As the core element of implementing the ONHS programme, four pilot Green Health Partnerships (GHPs) were set up in 2018 to demonstrate how better cross-sectoral coordination can mainstream approaches to improving health through engagement with the natural environment. They were in Dundee, Lanarkshire, North Ayrshire and the Highlands.

The [Dundee Green Health Partnership](https://www.greenhealth.scot/) (DGHP) planned its work programme to respond to Dundee’s strategic plans and priorities and work towards the following key aims:

* Reducing social isolation and loneliness.
* Addressing mental and/or physical ill-health inequalities.
* Increasing the number of people having contact with nature.
* Raising awareness of the value of green health for prevention, treatment and care within the Public Health and Health & Social Care sectors.
* Promoting the benefits of green health to the public.

The DGHP, funded by NatureScot, has identified £60,000 of development funds available for community groups and organisations dedicated to nature-based solutions for health and wellbeing **in Dundee**.

**Who can apply?**

Charities, community and voluntary groups, and social enterprises that:

* Organisations with an annual turnover of less than £250,000\*.
* Have a constitution or governing document stating clearly that they are not for profit.
* Have an existing relationship with and support vulnerable groups and individuals in Dundee.
* can demonstrate how they will utilise the funds and distribute them to those in need in Dundee.
* Organisations or groups with unrestricted reserves of under 12 months of running costs.

**\*Organisations that have an annual turnover of over £250,000 are eligible to apply if the work carried out with this funding meets the key aims and is not used to make profit. Such applications will also be expected to be partnership applications with smaller charitable or grass roots groups.**

**PLEASE NOTE that if your organisation or group does not have a bank account, you can provide details for a host account. This cannot be an individual's account but can be for another charity/host organisation.**

**How much is available and what can it be used for?**

Organisations and groups can apply for up to £7,500.  The funds must be used to benefit Dundee residents and meet one or more of the following aims:

* Increase the number of people having contact with nature.
* Raise awareness in health professionals of the contribution of nature-based health promotion and interventions to physical and mental health and well-being.
* Supporting Public Health and Health & Social Care sectors in routinely embracing nature-based health promotion and interventions for prevention, treatment and care.
* Raise public awareness of the benefits & opportunities for contact with nature as part of everyday life.

**The fund will support costs towards:**

 •  Equipment.

 •  One-off events.

 •  Hall hire for community spaces.

 •  Staff costs\*/consultations/professional fees.

 •  Training costs.

 •  Transport.

 •  Utilities/running costs.

 •   Volunteer expenses.

This list is not exhaustive but is intended to give an indication of the breadth of activity that can be supported.

\*Staff costs where the member of staff would otherwise not be able to commit time to the project i.e. an extension of hours in order to dedicate time to this project.

**The fund will NOT support costs towards:**

 •  Contingency costs, loans, endowments or interest.

 •  Electricity generation and feed-in tariff payment.

 •  Political or religious campaigning.

 •  Profit-making/fundraising activities.

 •  VAT you can reclaim.

 •  Statutory activities.

 •  Overseas travel.

 •  Alcohol.

**How to apply?**

Organisations and groups need to complete an application form that will ask for:

 •  Basic information and contact details for your organisation or group.

 • Contact details for the member(s) of the group submitting this application.

 • What need has been identified and how the funding will be spent.

 • How much money is required and breakdown of the costs.

Applicants will need to provide a copy of their governing document (constitution, memorandum and articles of association, trust deed, etc.), and a recent copy of their bank statement, clearly displaying sort code and account number.

**Completed forms and supporting documentation is to be returned to** **funding@dvva.scot****, with subject line “Dundee Green Health Fund**”. Hard copies can be sent to the address below:

Dundee Green Health Fund, Small Grants Programme

Dundee Volunteer and Voluntary Action

Number Ten

10 Constitution Road

Dundee

DD1 1LL

This funding will be available until 3rd July 2023 however if all money is allocated before this date the fund will close, an update will be provided on the website and no further applications will be processed. There will be two rounds:

|  |  |  |  |
| --- | --- | --- | --- |
| **Round** | **Opens** | **Application Deadline**  | **Decision being made**  |
| **Round 1** | March 2023 | 5pm 24th April 2023  | 5th May 2023 |
| **Round 2** | 8th May 2023 | 5pm 3rd July 2023  | 14th July 2023 |
| **Monitoring\*** |  | 5pm 11th September 2023  |  |

**Length of funding**

All funding must be spent 12 months after funds have been allocated with monitoring forms completed as indicated above and once the project is complete.

**\*We understand that not everyone will have spent all the money at this stage, however we will ask for some basic monitoring information. Successful applications will receive a monitoring form with their award letter.**

**Section A: Basic information**

**Q1: Name of organisation or lead partner:**

|  |
| --- |
|  |

**Do you consent to your organisation name, funding amount and application project summary being listed on our website?**

**Yes** [ ]  **No** [ ]

**Contact name: Telephone:**

|  |  |  |
| --- | --- | --- |
|  |  |  |

**Contact’s position in organisation / partnership:**

|  |
| --- |
|  |

**Organisation address:**

|  |
| --- |
|  |

 **Postcode:**

|  |
| --- |
|  |

**Email and website:**

|  |
| --- |
|  |

**Q2: Is this a partnership proposal** (i.e. will the project be delivered with more than one organisation’s involvement)?

 **Yes** [ ]  **No** [ ]

**If yes, who are the other partners involved in this proposal (please give contact name and organisation details)?**

|  |
| --- |
|  |

**Q3. What type of group/organisation are you?**

(If you are submitting as part of a partnership, please give the following information for the lead organisation)

|  |  |  |
| --- | --- | --- |
| Charity  | [ ]  | Not-for-profit company or CIC |[ ]
| Unincorporated association  |[ ]  Trust |[ ]
| Other  |[ ]   |  |

|  |  |
| --- | --- |
| If “Other” please specify |  |

|  |  |
| --- | --- |
| **Companies House number (if applicable):** |  |

|  |  |
| --- | --- |
| **Scottish charity number (if applicable):**  |  |

**Does your constitution/ set of rules allow you to carry out the activities you are applying for funding for?**

**Yes** [ ]  **No, please give details** [ ]

**Q4. What need are you trying to address with your project? How does your project contribute to promoting people’s access to greenspaces in Dundee for the purpose of social, physical or mental health and wellbeing?**

|  |
| --- |
|  |

**Q5: Please give a short summary of the project you wish to deliver with the funding** (maximum 100 words)

|  |
| --- |
|  |

**Q6: Who are the main target client group for your project?**

|  |
| --- |
|  |

**Q7: If you are targeting a particular group or groups, how are you doing this?**

**Q7: Which key outcome(s) will your activity work towards?**

|  |
| --- |
| Reducing social isolation and loneliness. |[ ]
| Addressing mental and/or physical ill-health inequalities. |[ ]
| Increasing the number of people having contact with nature. |[ ]
| Raising awareness of the value of green health for prevention, treatment and care with Public Health and Health & Social Care sectors. |[ ]
| Promoting the benefits of green health to the public. |[ ]

**Q8. Please give us a detailed breakdown of your projected project costs** (continue on separate sheet if needed)

e.g. equipment, transport, refreshments, staff costs etc.

|  |  |  |
| --- | --- | --- |
| Item (e.g. coach hire) | Total Amount | Funding amount requested  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  Total Project Cost  |  |  |

**Q9. What was your organisation/ groups total income for the previous financial year?**

|  |
| --- |
|  |

**Q10. What were your organisation/ groups unrestricted reserves for the previous financial year?**

**Q11. Bank Account details**

**Does your organisation/ group have a bank account? Yes** [ ]  **No** [ ]

**If Yes fill out bank details below**

**If No give the details of host bank account below:
Please note: the bank account provided must be for a group or organisation, not an individual.**

|  |  |  |
| --- | --- | --- |
| 1 | Account Name |  |
| 2 | Name of Bank/Building Society  |  |
| 3 | Account Number |  |
| 4 | Sort Code |  |

**Please ensure that you have included all the information required with your application.**

**Missing information could result in your application missing deadlines.**

**Do not send originals as they will not be returned.**

Please check the boxes confirming you have included the following:

**Essential documents**

[ ]  A copy of the governing documents adopted by your organisation (constitution, memorandum and articles of association, trust deed, etc.)

[ ]  Previous year’s annual accounts (new organisations that do not have

records for last year must produce a projected budget for all their activities

for the coming year.

[ ]  Bank Statement (to confirm payment details)

**Declaration**

I apply, on behalf of the organisation/partnership named above, for funding as outlined in this proposal to be incurred over the proposed funding period on the activities described above.

I certify that, to the best of my knowledge and belief, the statements made by me in this application are true and the information provided is correct.

Name: Position:

|  |  |  |
| --- | --- | --- |
|  |  |  |

Date:

|  |
| --- |
|  |

Please return this form to: funding@dvva.scot

If your supporting documentation is not available electronically, please send hard copies to the address below clearly stating what they refer to:

Dundee Green Health Fund, Small Grants Programme

Dundee Volunteer and Voluntary Action

Number Ten

10 Constitution Road

Dundee

DD1 1LL