

## **Adult Weight Management Services Grant 2022**

### **1. Purpose of the fund**

In March 2021, the government announced an additional £100 million of funding to support people living with excess weight and obesity to lose weight and maintain healthier lifestyles. Over £30 million of this new funding has been distributed between local authorities to support the expansion of adult weight management services.

This fund has been set up by Calderdale Council's Public Health team. Following a successful round of funding in December 2021, it will provide small grants for local organisations to deliver short term adult weight management programmes during Autumn 2022. We are looking for new programmes that will complement the existing services in Calderdale delivered by Slimming World and the Council's own Better Living Service. The grant application and award process will be managed by Community Foundation for Calderdale (CFFC).

CFFC will prioritise applications that are targeted towards population groups that are less likely to access existing services.

### **2. Expected outcomes**

The overall aim of the fund is to contribute to a reduction in the number of people who are overweight or obese and who are therefore at greater risk of health conditions like diabetes, heart disease or stroke.

The fund can only be used to deliver adult behavioural weight management services.

The objectives of the fund are:

- to increase the total number of adults accessing weight management services in Calderdale.
- to increase the number of people from target population groups accessing weight management services in Calderdale.
- to support adults who are accessing the programmes to lose weight.

### 3. Eligible providers

The fund is open to any organisation based in Calderdale that can deliver a service that meets the conditions of the grant set out below (see Eligible activity). This includes voluntary and community sector organisations and local private businesses.

Organisations that previously received funding last year are eligible to apply again. Previous projects can be repeated with new participants or applications can be for completely new projects. Applying organisations will be accountable for monitoring and finance and must meet one of the criteria below:

- Constituted voluntary, community and faith groups run for and by local people (individuals cannot apply)
- Registered charities and groups with charitable purposes working in Calderdale, (including Charitable Incorporated Organisations, IPS etc)
- Private companies registered with Companies House
- Community Interest Companies (CICs) who do not, and cannot, pay dividends. CFFC recognises that other kinds of organisation may also carry out activities which are charitable. This may include Social Enterprises, Community Interest Companies, and Companies limited by guarantee. Organisations that do not fully meet the not-for-profit criteria above but do carry out activities which are charitable and have a clear public benefit can be supported where:
  1. *There is demonstrable public benefit and clear protection against private benefit*
  2. *The organisation has a minimum of three directors, the majority of whom are not paid employees*
  3. *The salaries and benefits of any paid directors must be approved by most non-executive directors and must be reasonable and proportionate to the work they do and the financial position of the organisation*
  4. *CICs must have an asset lock body with objectives which are both charitable and like the CIC*

CFFC is unlikely to award a grant of more than £5,000 to CICs or social enterprises which allow for payment to members of their governing body.

- Community Amateur Sports Schemes (CASCs) whose Governance documents include a clear community benefit clause, open membership and an asset lock
- Schools (except private, fee charging schools), whether part of the Local Authority or direct funded in some way, to apply for grants for activities which are clearly extra-curricular. CFFC welcomes applications from PTAs/Friends of School groups and Academies.
- We expect that community organisations whose previous years income is in excess of £5k will be registered as Charities, CIOs, CICs or will have some form of other appropriate legal status. This is a legal requirement. If organisations apply to CFFC who have had an annual income of more than

£5k but have not registered, then confirmation of planned registration with a timescale will be required

- We will check registered charities, CICs etc with the Charity Commission and Companies House, as appropriate, to ensure that returns to the appropriate authority are in one time, and where this isn't the case, we will approach the applying organisation for an explanation. If the explanation for a late return is not felt to be reasonable a grant award will not be made. Applications will not be considered from that organisation until the situation is rectified.

Applicants should supply all of the items listed below

1. **constitution**, terms of reference, or relevant governance document.
2. **bank account details and a recent bank statement** (within the last 3 months)
3. **annual accounts** and evidence of the ability to track all financial transactions
4. appropriate **insurance** for your activities
5. a written policy for **safeguarding** (children, young people and/or vulnerable adults)
6. an **equalities and diversity** policy
7. A list of **trustees/management committee members/directors** – we do not need their contact details, a list of names will suffice
8. **Quotes** to evidence the costs in your project budget
9. **Evidence of Qualifications** – please scan and submit your certificates. If you aren't able to scan them, you can photocopy and post them. Speak to a team member if you need help  
[grants@cffc.co.uk](mailto:grants@cffc.co.uk)

#### 4. Eligible activity

The funding for these grants has come from the Department of Health & Social Care (DHSC). DHSC has set out clear guidance and instructions about the programmes that can be funded.

You will be asked in your application how your proposed programme will meet the following requirements:

- Programmes must reflect [NICE guidance \[PH53\]: Weight management – lifestyle services for overweight or obese adults.](#)
- Programmes must address diet, physical activity and behaviour change.
- Participants must be residents of Calderdale aged 18 or over with a Body Mass Index (BMI) of 25 or more.
- Participants must be supported for at least 12 weeks.
- Participants should not already be paying for weight management support.
- Programmes must begin no later than 1st September 2022 and end no later than 30<sup>th</sup> November 2022.
- Programme providers must be able to demonstrate that they are suitably qualified to deliver weight management programmes. This could include a

diploma or certificate in Weight Loss, Weight Management or Diet & Nutrition (other relevant qualifications will also be considered). Applications will be prioritised where providers are able to demonstrate previous experience of providing Weight Management programmes.

- Programme providers will be required to submit monthly anonymised data for all of their participants to Calderdale Council for onward submission to the Office for Health Improvement and Disparities.

## **5. Key target groups**

Applications are welcomed for universal programmes that are open to all. However, CFFC will prioritise applications that are targeted towards key population groups. This could be people who are less likely to access existing services, or people who are at greater risk of developing health conditions. This might include:

- People living in deprived areas within Calderdale,
- People from minority ethnic communities,
- People with a mental illness or learning disability,
- Men of working age.

You can also suggest other population groups that you intend to target your programmes towards.

If your application specifies a particular target population group, the expectation is that a minimum of 50% of participants would be from that target group.

## **6. Fund value and allocations**

The total fund available is at least £45,000.

Grants are available for up to £5,000 per application. However, the panel will consider grants above £5,000 if the application strongly demonstrates that the programme will be able to reach a good number of people from a target population group and deliver good value for money. Please remember that applications are compared against one another so if your costs are higher you'll need to be able to evidence why this is and why you think you are offering value for money.

## **7. Application process**

Applications are completed online. Please click on the link below to apply:

[Click here to apply to the Weight Management Programme](#)

This link will take you to a form where you can register your email address. You'll then be sent a unique application link which you can click on to apply. This link can be saved and shared with partners until you are ready to submit it. Please don't

forget to attach ALL the relevant documents outlined in section 3. You can also add any supporting information you think will help CFFC assess your application.

## 8. Scoring

Please read this section carefully. It shows you how we will score each application:

- a) **Project deliverables** - i.e. sections 4 & 5 above –Assessors will be looking to see that **each point** listed in the two sections above is addressed adequately in the application form.
- b) **Documentation** - the documents you need to send with your application are listed above in section 3 and include things like your constitution, recent audited accounts, equality & diversity policy, evidence of insurance, qualifications to deliver weight management programmes etc. We use these documents to check applicants (or lead applicants) are eligible for funding
- c) **Project budget** – assessors will be looking to see the project budget is reasonable and based on worked-out costs. Provide any quotes as evidence for your budget if you can. Please remember that your budget will be compared to all other applicants.
- d) **Compliance** - for former applicants to CFFC, we will review your compliance with monitoring and marketing and any other agreed requirements, from previous applications.
- e) **Financial stability** – we will be looking at the financial position of each applicant to ensure any grants awarded from public money are not at risk

## 9. Monitoring

We will ask you to share data and report back to CFFC and Calderdale Council on the use of the funding. This will be via an end-of-grant online monitoring form, supplied by CFFC. We will share a sample form with you before projects start, so you can see the information we will be looking for, for example parent/participant feedback and evidence of spend. **Please keep all receipts and budgetary information for submission** at the end of the grant

You will be required to submit anonymised data for all participants to Calderdale Council on a monthly basis. A template of the [reporting spreadsheet and technical guidance](#) on how to complete it is available. Support with completing data submissions will be provided by Calderdale Council but you must ensure that you are able to meet the reporting requirements.

## **10. Deadlines**

Online applications and supporting documentation will be accepted up to **10am Thursday 30<sup>th</sup> June 2022**

Applicants will be notified of outcomes in July 2022

## **11. Help and Further Information**

There will be an online information session people wishing to apply (tbc). More details will be shared on the website [www.cffc.co.uk](http://www.cffc.co.uk)

You can also call or email for help and advice from the Council or CFFC:

- For programme queries please contact the Council - Jess March  
[Jess.March@calderdale.gov.uk](mailto:Jess.March@calderdale.gov.uk) 01422 266172
- For application queries please contact CFFC - [grants@cffc.co.uk](mailto:grants@cffc.co.uk) 01422 349700