



Get active in the community cash grant awards

2008

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Invitation to apply for an award

In support of the objectives of the Investing for Health strategy, to enable people to make healthier choices, I invite you to apply for an award under the small grants scheme, which is now in its tenth year.

This scheme aims to enable local community and voluntary groups to develop a locally based physical activity programme targeted at those people who are least physically active. It also raises awareness of the benefits of regular moderate physical activity and aims to breakdown the barriers to participation.

Your group can apply for a cash grant up to £500 to support your proposed activity. I would encourage you to take advantage of this opportunity to help people get active. Regular physical activity can help combat some of our serious health issues, such as obesity, and promote mental and emotional health.

This scheme will help you give people the chance to experience the benefits of physical activity, and will support the drive to create a healthier population.



Dr Brian Gaffney
Chief Executive
Health Promotion Agency for Northern Ireland

Background

This initiative is funded by the Department of Health, Social Services and Public Safety and has been developed by the Health Promotion Agency for Northern Ireland (HPA) in support of the Northern Ireland Physical Activity Strategy. The strategy aims to increase participation in activity, especially by those who are currently sedentary.

A public information campaign has been developed by the HPA to support the strategy, and the Get Active in the Community Cash Grant Awards scheme is part of this campaign. The aim of the scheme is to increase the opportunities for people in the community to take part in physical activity that will benefit their health. The scheme provides financial support to community and voluntary groups to enable them to develop initiatives targeted at the sedentary population.

For general health benefit adults should achieve a total of at least 30 minutes a day of moderate intensity physical activity (such as walking) on five or more days in the week.

Since the Get Active in the Community Cash Grant Awards scheme was launched in 1999, it has helped 1,191 groups to improve health in their local communities through physical activity. Evaluation has shown that the scheme has met its overall aims and objectives, and has been an important motivator in increasing levels of physical activity.

The Community Foundation for Northern Ireland has been commissioned to process and judge the applications. Their support is gratefully acknowledged.

Application guidelines

The Get Active in the Community Cash Grant Awards scheme is open to all community and voluntary groups.

The purpose of the scheme is to assist projects from existing groups that want to introduce a new physical activity, and new groups undertaking a physical activity project for the first time.

Funding can be awarded only to projects from these two sources and all funding requests must not exceed £500. Each group can make only one application.

Grants are made on the condition that projects will be completed between May and December 2008. Organisers of projects not completed within this timeframe will be asked to return grant awards.

When making the awards, the selection panel gives priority to groups that operate in the top 20% of the most deprived wards across Northern Ireland, and in the top 10% within each HSSB area.

How to apply

- Complete the application form in the centre of this brochure, or as a download from the HPA website www.getalifegetactive.com
- If you use the application form in the brochure **detach it** from the rest of the document. Do not send the whole document as we cannot accept the excess postage charge. This may delay or hinder your application.
- Return the completed form to the **Community Foundation for Northern Ireland** by **4.00pm on Monday 7 April 2008** (see address below).

Application tips

- It is very important to link your answers to the awards criteria. Your application will be assessed on how well you fulfil them (see page 4 of the brochure). This is the only information the selection panel has, so it's important to make it count.
- If you would like help with your application you can contact either the named person in your area or NICVA (see page 7 of the brochure).
- Do not include any additional information with the form. It will not be considered when assessing applications.
- Check all parts of the form are complete before you post it. We cannot accept incomplete applications.
- You can use photocopies of the application form. However, we regret that we cannot accept faxed applications.

Completed application forms should be sent to the following address only.

**Get Active in the Community Cash Grant Awards
The Community Foundation for Northern Ireland
Grant Administrators
Community House
Citylink Business Park
Albert Street
Belfast BT12 4HQ**

*Please do **not** return forms to the Health Promotion Agency or to your local health and social services board (HSSB) contact. We regret we will be unable to accept forms that have been sent to places other than the administration centre at the Community Foundation's address above.*

Awards criteria

To be short listed for an award your application must:

- Demonstrate how the project meets at least one of the four objectives of the scheme.

Overcoming barriers

Project helps people overcome the main barriers to being physically active such as nobody to exercise with, lack of access to facilities, lack of confidence and lack of willpower.

Acquiring new skills

Project provides opportunities for people to acquire new skills through participating in physical activity.

Promoting health benefits

Project raises awareness of the health benefits of regular moderate activity.

Promoting local facilities

Project raises awareness of local leisure facilities, the local environment and physical activity opportunities.

- Show evidence of the need for the proposed project activity (eg by community audit or survey of opinion).
- Show evidence of the project having been developed in collaboration with the intended participants.
- Propose and outline a minimum of five sessions of activity.
- Agree to complete a brief evaluation form (provided by the HPA) before Friday 23 January 2009.

In making its final decisions our selection panel will give high priority to projects that:

- target the 17–25 and 50+ age groups, people with disabilities* and minority ethnic groups
- provide walking, cycling, dancing or activities for people with a disability (see page 6 of the brochure)
- offer activities for sedentary people**
- initiate after school activities
- propose activities that can be integrated into daily life
- originate from groups not receiving grants from other bodies
- come from groups with an annual income of less than £15,000
- take place in communities experiencing high levels of multiple deprivation
- demonstrate value for money.

* This includes people with physical, learning, sensory or other disabilities.

** A sedentary person is someone who has not performed physical activity of at least a moderate level lasting 20 minutes on at least one occasion in the past seven days.

Frequently asked questions

How are the grants awarded?

The applications are judged by a selection panel, which scores each project according to the information given on the form as matched to the awards criteria. Efforts are made to reach a balance across HSSB areas and equal representation of target groups.

Awards are allocated once a year from a limited budget and it is not possible to fund every application submitted.

All applicants will be notified about the outcome of their applications in writing by Friday 23 May 2008. Cheques will be issued once applicants have notified their acceptance of the award.

Awards are paid into a bank or building society account, which must be held in the same name as the group. Applicants must therefore ensure they provide details of such an account.

What type of projects can be funded?

We can fund a wide range of activities. Examples of priority activities are provided on page 6 of this brochure. As part of your project we can also fund:

- safety equipment (eg high visibility vests for walk leaders, cycle helmets)
- venue hire (make sure you use local facilities, eg church hall, leisure centre)
- essential equipment to run programme
- tutor costs
- entrance fees for swimming
- transport (this can be a maximum of 20% of the total grant awarded and must be used to transport participants to local activities)
- bike hire
- small prizes as motivators.

What type of projects cannot be funded?

We cannot fund projects that:

- may be deemed to place participants at high risk
- include a disproportionate cost for transport
- are for individuals
- have fewer than five activity sessions
- seek more than £500
- are led by a school
- arrive after the closing time and date (**4.00pm on Monday 7 April 2008**)
- come from previously successful applicants who did not submit an evaluation report.

How likely are we to get an award?

Every application is judged on its merits and on how it meets the criteria. The panel recognises that a great deal of work goes into developing proposals and that most submissions are worthy projects in their own right. However, demand for grants outstrips available funding. In 2007 for example, 321 applications were submitted and 164 received funding.

If you are unsuccessful in this round of funding, you can request feedback. While there is no formal appeals process, queries may be made in writing to the Community Foundation. A written response will be provided. We regret that individual queries cannot be dealt with by telephone.

Examples of priority activities

Walking programmes

- Community walking
- Spring or summer walking
- Forest and countryside walks
- Evening or weekend walking
- Doorstep walking within local neighbourhood
- Walking for health
- Walking festival (must be held over a minimum of five days)
- Nordic walking

For further details on where to go walking in Northern Ireland visit www.walkni.org

Cycling programmes

- Family cycling events in suitable parks or using cycle routes
- Cycle for health
- Cycle training and activities

For guidelines on planning a cycling event, please contact Sustrans on 028 9043 4569 or email: belfast@sustrans.org.uk

Dance programmes

- Ballroom dancing
- Line dancing
- Ballet dancing
- Contemporary dance
- Salsa dancing
- Irish dancing

For further information on dance and dance tutors please contact Jill Black, Development Officer, Dance Resource Base on 028 9023 1515 or email: info@danceresourcebase.org (www.danceresource.org).

Programmes of activity for people with a disability

- Boccia (indoor seated bowls)
- New age kurling
- Chair-based physical activity programme
- Table top activities
- Taster sessions of a range of activities
- Walking, cycling or dance activities outlined above
- Swimming
- Aqua fit

For further advice please contact Disability Sport Northern Ireland on 028 9050 8255 or email: email@dsni.co.uk (www.dsni.co.uk).

Contacts for your application

Please note, the Community Foundation and the Health Promotion Agency cannot help you with your application. For assistance with your application for a Get Active in the Community Cash Grant Award, please contact the person in your area as indicated below.

Eastern Health and Social Services Board area

Kim Kensett
Physical Activity Coordinator
Tel: 028 9032 1313 ext 2447
Email:
kkensett@ehssb.n-i.nhs.uk

Southern Health and Social Services Board area

Sabrina Hinds
Physical Activity Coordinator
Tel: 028 3741 2424
Email:
sabrina.hinds@southerntrust.hscni.net

Northern Health and Social Services Board area

David Porter
Physical Activity Coordinator
Tel: 028 2563 5575
Email:
david.porter@northerntrust.hscni.net

Western Health and Social Services Board area

Debbie Hunter
Physical Activity Coordinator
Tel: 028 7186 5127
Email:
deborah.hunter@westerntrust.hscni.net

For guidance on making an application you may also contact Neil Irwin (email: neil.irwin@nicva.org) or James Laverty (email: james.laverty@nicva.org) at NICVA, Tel: 028 9087 7777.

For general help on fundraising consult NICVA's website www.grant-tracker.org

The assistance of NICVA is gratefully acknowledged.

Equality of opportunity

The Get Active in the Community Cash Grant Awards scheme will take account of the duties imposed by Section 75 of the Northern Ireland Act 1998 regarding the need to promote equality of opportunity.



Health
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Agency



Designed and produced by the Health Promotion Agency for Northern Ireland.
Tel: 028 9031 1611 (voice/minicom). www.healthpromotionagency.org.uk