**Rochdale Communities Fund
Home from Hospital – Prevention and Wellbeing**

 **Guidance Notes**

The Rochdale Communities Fund is a mutual fund to invest in and strengthen Rochdale Borough’s VCFSE sector. It funds groups and projects which directly benefit local people and communities, delivered by VCFSE organisations with roots in the borough.

The Rochdale Communities Fund can support groups to try out a new project or sustain one that already exists. Action Together provides members with development support, training and other infrastructure alongside grant funding.

**Home from Hospital fund – Prevention and Wellbeing**

Rochdale Borough Council’s social care team have received funding to help people stay well at home or recover when they get out of hospital.

When someone is discharged from hospital they might need support to boost their confidence, avoid being isolated, make sure their home is safe, and practical support like delivering prescriptions or food.

Community support can also help people not need to go into hospital in the first place, support the people who love and care for them, improve the wellbeing of people in care homes, and make sure there is support to avoid hospital admission on offer that meets the cultural needs of different communities.

Thanks to this funding from Rochdale Borough Council, Action Together is pleased to launch the **Home from Hospital – Prevention and Wellbeing fund**.

The fund aims to focus on health and wellbeing support for the following groups:

* People living in care homes
* Older people receiving homecare or informal support in their own homes
* Carers for older people
* Other groups at high risk of hospital admission

We encourage all organisations planning on applying to this fund to contact our community development team ahead of submitting an application to support you to develop your project idea.

If you’d like to talk to a Community Development Worker, please email development@actiontogether.org.uk and request to speak to a member of the Rochdale Development team.

We are also holding a Meet the Funder event on Thursday 21st September from 3-4pm where you can hear more about the fund from the Social Care commissioner and ask questions. If you’re unable to attend, this will be recorded and uploaded to our YouTube channel. Book onto the meet the funder here - <https://www.actiontogether.org.uk/civicrm/event/info?id=3661&reset=1>

**Grant amount:** Grants of up to £10,000 or £25,000 are available

**Deadline:** Tuesday 17th October

**What we can fund:**

* Equipment, project resources and running costs
* Staff time and staff and volunteer expenses

Please note, we encourage all groups submitting an application form to include your management costs within the budget for your project.

For a clear and simple introduction to calculating the full costs of a project, read the [National Lottery Community Fund’s full cost recovery guidance](https://www.tnlcommunityfund.org.uk/funding/funding-guidance/full-cost-recovery).

**Who is the funding for:**

* you are a voluntary, community, faith and social enterprise (VCFSE) group locally rooted or actively working in the borough of Rochdale; ***and***
* you are a member of Action Together CIO (you can register for free to become a member [here](https://www.actiontogether.org.uk/become-member))
* you are formally constituted.

 Action Together members can apply to our funding if you have already received funding through the Rochdale Communities Fund as long as:

* The applications are for different projects, or you can show the project needs to continue
* You have submitted all monitoring for previous projects
* You are in contact with your Community Development Worker

**Match funding**

For large projects, some organisations may be able to provide match funding from other funding sources or existing resources. This is not a requirement for receiving funding, but the form provides an opportunity to list any match funding that your organisation is able to provide.

**Decision-making**

Grant decisions over £1,000 are made by the Community Panel, a group of VCFSE leaders who review applications based on their knowledge of the sector.

Decisions will be made once the fund has closed. Please be aware that you may be asked for further information or to redevelop aspects of your proposal.

All applications must be sent to hayley.tomlinson@actiontogether.org.uk and you will receive the decision via email.

**Monitoring**

For grants of over £5,000, you will be expected to show in your application what metrics and measures you will be collecting to demonstrate the impact and learning from your project.

You will be asked to provide quarterly monitoring data as well as a final report on impact.

We will also expect all funded projects to join two peer learning sessions and to share their learning and impact with commissioners at the end of the project.

Our Community Development Workers will check in with you during the project and can help you plan how you want to share the impact and success of your project.

Please note:

* Action Together is an accredited Living Wage Funder. This means we encourage organisations that employ staff to pay the Real Living Wage and become an accredited [Living Wage Employer.](https://www.livingwage.org.uk/become-a-living-wage-employer)

**Completing the application form**

* Please ensure that ALL boxes on the application form are completed.
* When completing your budget, please clearly evidence how you have arrived at your costings and use exact figures.
* Please ensure you include information in your application about how you will measure the impact and success of your project.
* If you have any queries about the application form or application process, please contact Hayley Tomlinson on 0161 339 2345.
* Please note, we can only accept one application per organisation.

**Please note that the Rochdale Community Fund is ongoing therefore our approach will be under constant review. If there are any changes, these will be communicated appropriately.**