



Lancashire and
South Cumbria
Integrated Care Board

Small Groups Funding 2025 - 26

Application Guidance 2025 – 2026

BPRCVS Registered Office: Rachel Kay-Shuttleworth Building, 62-64 Yorkshire Street, BURNLEY BB11 3BT

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Registered Charity: 1062446

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Who can apply for this fund?

Community projects delivering projects in Burnley, Pendle and Rossendale can apply for grants of up to £5,000.00.

Eligible organisations:

- Must be a constituted voluntary, community, faith group, registered charity, or not-for-profit company including Community Interest Companies
- Your annual turnover must be under £150,000
- Must have appropriate governance, policies, and procedures including safeguarding (Please contact BPRCVS if you need any help writing policies and procedures)
- Must have a bank account with at least two unrelated signatories

Previous grantees may reapply if all funds for the 2024/2025 funding were spent by 31st March 2025 and the monitoring and evaluation documents were submitted in line with the funding terms and conditions.

Exclusions:

- **You cannot apply** for this small grants fund from **both** BPRCVS and the Hyndburn & Ribble Valley CVS.
- Any organisation already in receipt of funding from LSC ICB through any other contract or SLA is ineligible.

New / very small groups - This funding encourages small groups or new start up groups to pilot their ideas with a view to gathering evidence for larger funding streams. If you are working with the CVS to develop your group, you will be eligible to apply.

Important dates

Funding period: All projects must be delivered and funding must be **spent by 31st July 2026**.

Application Deadlines:

Round Two Closes: noon 26th September 2025

Deadlines:

- **Interim Report submitted by 28th February 2026**
- **Final Report with all supporting documents submitted by 15th August 2026**

What is Social Prescribing?

Social Prescribing links patients with non-medical sources of support within the community to address their social, emotional and practical needs.

Patients with social, emotional, or practical needs can self-refer or can be referred via their GP or other health professionals and services into a range of local, non-clinical services provided by the voluntary, community, faith and social enterprise (VCFSE) sector using the Social Prescribing Team.

This funding is to support the delivery of community groups and activities to compliment local social prescribing activities.

What projects can be funded?

Projects should align with NHS England's Social Prescribing Outcomes and the Integrated Care Board's ABCD criteria. The ABCD criteria are:

ABCD criteria:

- Improving the health and wellbeing of local people
- Backing real people's dreams and ideas
- Working alongside people and trusting them to shape their own futures.

- Bringing energy and creativity to kick-start change
- Tapping into existing assets, resources, talents, and skills
- Building new connection and relationships
- Sparking community-centred investment and regeneration
- Working with communities to shape more effective health, care, and welfare services.
- Creating a culture which, wherever possible, says 'yes', rather than 'no'
- Using language, which is positive, concise and cuts out jargon.
- Boosting confidence through creative and inspiring activities involving everyone
- Creating culture change, enterprise and inspiration in communities which lasts long after we've gone.

Applications are invited that align with the ABCD criteria and fulfill one or more of the following outcomes:

- Increase levels of social contact, awareness of skills, activities and behaviours that improve wellbeing.
- Reduced levels of frequent attenders for non-clinical interventions in primary care.
- Reduce level of non-clinical attendances at A & E, GP's and primary and secondary care.
- Increase patient education about the appropriate use of health services.

Projects should ideally align with NHS England's Social Prescribing Outcomes and fit with the following themes:

- CREATIVE – art classes, dance, singing, gardening, etc
- CONNECTED – peer support groups, neighbourhood help, fishing, knit and natter, faith groups, etc
- ACTIVE – keep moving, getting out of the house, volunteering and employment support, getting fitter, etc
- SAFE – housing debt, domestic abuse, falls prevention, benefits, etc

Applications which meet the following will take precedence:

Burnley

- Respiratory diseases relating to housing conditions
- Obesity in children
- Healthy lifestyles including helping people stay or get back into work

Pendle

- Healthy weight (childhood obesity and physical inactivity)
- Educational attainment/ readiness to learn
- Mental health support for children and young people

Rossendale

- Community led mental wellbeing – enhancing the role of voluntary, community and faith sector organisations in improving mental wellbeing
- Physical activity and healthy weight - making it easier for people to be physically active and encouraging healthy weight.
- increasing participation in physical activity in Whitworth with a focus on groups encouraging new members (and a target given in each application)

What can't be funded?

- Any resources or activities for which your group/organisation has already received funding, i.e. existing / current projects.
- Activities that promote political and religious messages.

- Activities that commence or equipment purchased prior to confirmation of grant funding approval.
- One off sessions or conferences – these cannot be measured so Lancashire and South Cumbria ICB will not support these applications.

Next steps:

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1. Complete the application form
2. Email the signed application form with all supporting documents to julie.overson@bprcvs.co.uk.
3. The application form will be assessed by a panel of local people from the voluntary, community, faith and social enterprise sector.
4. Applicants notified by email or in writing of the panel's decision.

If your grant is awarded:

1. Read and sign acceptance of terms and conditions. If you have received funding previously some terms and conditions may have changed – please ensure you read and understand them prior to signing. If you have any questions, please do contact BPRCVS.
2. Receive payment via BACS transfer.
3. Provide timely monitoring & evaluation reports to BPRCVS.

Monitoring and evaluation

We expect all projects to provide clear evidence of positive impact and behaviour change on individuals/beneficiaries addressing the ICB outcomes.

All funded organisations will be expected to:

- Attend a monitoring and evaluation workshop if you have not done so within the last 2 years.
- Submit an interim report
- Submit a final report
- Complete minimum of five ONS4 forms (see appendix 1) You must be able to evaluate your clients' journeys with these forms or similar which would map into the ONS4.
- Complete a minimum of 2 case studies

BPRCVS may visit the group to see the progress of your project, check if appropriate policies and procedures are in place and ensure appropriate governance structure.

If you cannot commit to the above monitoring and evaluation requirements, you should consider if this is the appropriate funding for your project.

For further advice and guidance in completing this application, contact Heather Starkie at BPRCVS: heather.starkie@bprcvs.co.uk or you can email your part completed application form and we will send you some guidance on how to continue.

Please note: if your application form is incomplete, it will not be considered. Please check you have answered all of the questions, have signatures where requested and are submitting all of the documentation required.

How to complete your application form

You should presume that the panel have no existing knowledge of your organisation or project.

We have included a suggested word count. You will not be penalised if your application is under the word count as long as we have enough information to make a decision. The most important thing is that your application is clear and concise. You can use bullet points if this is easier.

The following includes prompts to help you when considering what to include when completing the application form.

1) Name of project? (max 25 words)

A short title to summarise the name of your project.

2) What would you like to do? (max 300 words)

This is your opportunity to explain to the panel what your project will look like and who it will benefit. Some points you may want to cover here are:

- Introduce your organisation and why you are well placed to deliver this project.
- What does your project look like? What activities will you deliver?
- Who will your project benefit? Tell us a little bit about your beneficiaries, who they are and the needs and aspirations they have.
- Is there any information you want the panel to understand about the location and why this project is needed in that area?
- What outcomes and impact will your project have? How will you measure this?

2b) What is your contingency plan? (300 words max)

We understand that life happens to us all and things outside your control can impact on the delivery and management of a funded project. Here you should show that you have considered this and have a contingency in place.

Some points that you may want to consider:

- Who is your project lead? If they are unexpectedly unable to deliver the project who will make sure the project is delivered?
- Is the project outdoors? If so, what will you do if there is adverse weather?
- Who is going to complete the monitoring and evaluation of the project? Who manages the finances? Do you have enough committee members /trustees to complete the monitoring and reporting.
- What will you do if the venue becomes unavailable part way through your project?

3) How many people will benefit from this project?

Please tell us the number of beneficiaries and the number of volunteers involved in the project.

Anyone who gives us their time free of charge to support the project should be counted as a volunteer.

<p>4) How do you know this project is needed to address problems in your community? (max 300 words)</p> <p>This is your opportunity to show that you have consulted with the people living in your community and that your project is a solution to the problems faced by that community. Remember that community can be people living in the same geographical location or people who have shared characteristics including culture, religion, customs or identity.</p> <ul style="list-style-type: none"> • Is this an existing project where you complete regular consultation and feedback? • Have you consulted with residents/possible beneficiaries? • Do you have existing data/information? • Do you have a specific target group? • How do you know there is a need for the project? • Do you have national/local statistics to evidence need? • If this is a new project, how will you ensure that people attend?
<p>5) Where will you be delivering this project?</p> <p>What venue will your project be delivered in? Is the venue available?</p>
<p>6) When will you start delivering this project?</p> <p>Activity must be completed within the period 1st September 2025 to 31st July 2026.</p>
<p>7) How long will a session be? E.g. 1 hour per session</p> <p>What is the length of each session? E.g. 1 hour per session?</p>
<p>8) How many sessions will you deliver?</p> <p>When will your project be delivered and how many sessions will you run?</p>
<p>9) Additional information (max 300 words)</p> <p>Please include any other information that you feel is relevant to the panel.</p>

Electronic signatures are acceptable on the application form.

Other ways to apply

We want our funding to be accessible to everyone. If you are unable to complete a written application form, we can arrange a face-to-face interview over Zoom. A member of the team will ask you the questions on the application form and we will record the call. A transcript will be made available to the panel.

Please contact Katy Thornton to arrange this on 01282 433740 ext 1033 or email katy.thornton@bprcvs.co.uk

Initial Visit

Name of Group/Project:

Client Name/Initials/Postcode/Reference number:

The responses given will help us evaluate the impact of your project. All results are collated anonymously.

Below are some statements about feelings. There are no right or wrong answers. For each of the questions please give your answer on a scale of 0 to 10, 0 being 'not at all' and 10 being 'completely'.

2 forms must be completed for each beneficiary – an Initial Visit Form and a Final Visit Form, to enable measurement of the impact of the project

Carer/staff/teacher/volunteer can complete the form on behalf of a beneficiary who is unable to complete the form themselves.

	Statement	Please score between 0 and 10
1	Life Satisfaction: Overall, how satisfied are you with your life nowadays?	
2	Worthwhile: Overall, to what extent do you feel that the things you do in your life are worthwhile?	
3	Happiness: Overall, how happy did you feel yesterday?	
4	Anxiety: On a scale where 0 is 'not anxious at all' and 10 is 'completely anxious', overall how anxious did you feel yesterday?	

Any other comments you would like to make about how you are feeling or about the project: ...

Wellbeing Measure (ONS4)

Final Visit

Name of Group/Project:

Client Name/Initials/Postcode/Reference number:

The responses given will help us evaluate the impact of your project. All results are collated anonymously.

Below are some statements about feelings. There are no right or wrong answers. For each of the questions please give your answer on a scale of 0 to 10, 0 being 'not at all' and 10 being 'completely'.

2 forms must be completed for each beneficiary – an Initial Visit Form and a Final Visit Form, to enable measurement of the impact of the project

Carer/staff/teacher/volunteer can complete the form on behalf of a beneficiary who is unable to complete the form themselves.

	Statement	Please score between 0 and 10
1	Life Satisfaction: Overall, how satisfied are you with your life nowadays?	
2	Worthwhile: Overall, to what extent do you feel that the things you do in your life are worthwhile?	
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Any other comments you would like to make about how you are feeling or about the project: ...