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Application form and Guidance Note for Applicants

Child Poverty - Innovation and Supporting Communities grant

Grant fund to support collaboration between sectors and/or regional partnerships on the issue of child poverty

This guidance has been prepared to help organisations and groups ensure they include sufficient information required for the purposes of assessing their application.

About the Grant

This short-term grant has been developed to provide funding to enable innovation and collaboration between sectors and/or regional partnerships on the issue of child poverty.

It should be illustrated how children, young people and families in poverty will benefit from this grant funded additional collaborative working arrangement in the longer term.

Collaborative activities which include the private sector are welcomed but the funding is not available to fund any direct costs to a private sector partner.

We aim to achieve a Wales-wide reach through the suite of successful applications. Individual applications do not need to offer national reach, they can be locality, community or subject matter specific.

We welcome applications that can offer engagement through Welsh for Welsh speaking communities and meet other language needs as relevant to their community.

The total amount available for distribution under this fund is **£900,000.** The grant funding will be split into three different pots:

* Community level – up to £5,000 available per successful application
* Local level – up to £25,000 available per successful application
* Regional level - up to £100,000 available per successful application

Aims of the grant

The grant is available to support public and third sector organisations (which includes faith groups) in their efforts to achieve the following:

* Enhance the capacity of organisations to form collaborative working arrangements to address child poverty, linked to one or more of the 5 objectives of the [Child Poverty Strategy for Wales 2024 | GOV.WALES](https://www.gov.wales/child-poverty-strategy-wales-2024)
* Support organisations working together to enhance effective communication, joint working and knowledge transfer in responding to child poverty at the regional, local or community level.

Grant funding is available to progress, strengthen and add value to collaborative working arrangements that are already in place or to establish new collaborate working arrangements. This can include staff costs to release capacity to facilitate collaborative arrangements.

Grant criteria – Eligibility

In submitting an application, you will be expected to meet **all** of the following eligibility criteria:

1. Organisational commitment – confirm and evidence that organisations have each expressed a written commitment to participate in a collaborate working arrangement that advances work related to one or more objectives of the Child Poverty Strategy for Wales.
2. Demonstrate project need and benefits- describe why collaborative working is needed and how it will add value. Describe or evidence how children, young people and families in poverty will benefit from the collaborative working arrangements in the longer term.
3. Identification of a lead organisation – a lead organisation must be identified as the grant recipient but there must be agreement to develop a memorandum of understanding (or have an existing one in place) between all partners supporting the collaboration and setting out how any conflicts will be resolved.
4. Capture learning– describe how you will capture and share learning from your approach to consolidating or developing enhanced collaborative working arrangements and share this learning in your local area and with regional partnerships. On completion of the grant period there is an expectation that this learning will be made available to the Welsh Government to allow for national knowledge exchange.

Scoring

We only have a certain amount of funding to award. This means we have to make some tough decisions around which projects we can fund, when reading all the applications we’ve received. So there are often lots of projects we cannot fund, even the good ones.

First Stage Sift

All Applications received will initially be scored using criteria 1 and 2 above, and information from Questions 2a-c of the application form.

Second Stage Sift

Where an application reaches the minimum threshold set for eligibility, successful bids will be taken through to second stage, and will then be scored on their responses to all other questions in the application, before final decisions are taken.

Activities that are testing changes to existing services **are** within scope, as are pilots of new services where there is clear acknowledgement that, should those services be found to be effective, they would need to secure recurrent funding elsewhere. It may be helpful to think of eligible activity as testing a new element of service delivery – this could be an add-on, a tailored design, or piloting a new service altogether – but funding would be for the test and proof of concept not for ongoing delivery.

Monitoring and evaluation

One of the core purposes of this grant programme is to capture learning on approaches to developing or consolidating enhanced collaborative working arrangements.

As part of your application, you should outline the resources you will commit to monitoring and evaluation activity and provide a proposed timeline for the activity.

We may withdraw the award of funding and/or require you to repay all or part of the funding if any/or all of the criteria set out above is not met.

Community level grant - up to the value of £5,000

Successful applications for smaller value grants to the value of up to £5,000 will be provided with a pro-forma self-assessment form to be completed and reviewed at points agreed as part of the grant monitoring process.

A final completed pro-forma self-assessment and report on the successful bid must be provided to the Welsh Government at the end of the grant period.

This pro-forma will include a requirement to demonstrate the consideration of evidence from those with lived experience of poverty. This may include evidence that is already available.

Applicants should clearly set out how the strengthening of collaboration through the pilot is intended to impact on improved experiences and outcomes for children, young people and families in poverty in the future.

Successful applications for smaller value grants will also be required to demonstrate how they intend to share (and where possible, embed) the learning from the pilot at a local level.

Local and Regional level grants - £5,000+ and up to the value of £100,000

All applications for grants over the value of £5,000 and up to the value of £100,000 must include in their applications information about their approach to evaluation of the activity delivered under the grant.

This may include contracting an independent evaluation. This will be particularly important for grants over the value of £25,000. Applications from organisations working in partnership with evaluation or research consultants or bodies are welcomed. Costs related to the evaluation of the pilot should be clearly set out in the grant application.

Applicants should clearly set out how the strengthening of collaboration through the pilot is intended to impact on improved experiences and outcomes for children, young people and families in poverty in the future.

In addition, applicants will be provided with a pro-forma self-assessment form to be completed and reviewed at points agreed as part of the grant monitoring process.

A final completed pro-forma self-assessment and report on the successful bid must be provided to the Welsh Government at the end of the grant period.

This pro-forma will include a requirement to demonstrate the consideration of evidence from those with lived experience of poverty. This may include evidence that is already available to the organisations.

Successful applications for larger value grants will also be required to demonstrate how they intend to share (and where possible, embed) the learning from the successful bid at a local and regional level.

Ineligible activities

The support on offer **cannot** be used to fund existing service delivery or members of a core team. The funding also cannot be used for the following activities:

* Core and operational costs of the parties involved
* Activities for which other funding is received, unless there is a clear additionality to the work
* Funding to deliver services, unless there is a clear case for testing a new model of service delivery specifically targeting children in poverty or families of children in poverty that could be integrated into future service delivery if there was evidence of effectiveness
* Additional capacity to fulfil statutory child poverty reporting functions or other statutory requirements
* Profit-making, fundraising activities or activities that results in private gain
* Contingency costs, loans, endowments, or interest
* Political or religious activities
* VAT where it can be reclaimed
* Statutory requirements
* Overseas travel

Duration of projects

Successful applicants will be required to deliver this work by 31 March 2025. As part of your application, you should outline the resources you will commit to and provide a proposed timeline for the activity.

Information Required from Applicants

Please complete the application form, which outlines how the funding will be used to enable innovation and collaboration between sectors and/or regional partnerships on the issue of child poverty.

In addition to this, please also provide a breakdown of costs associated with providing the activity detailed in your proposal.

Arrangements for submitting applications, appraisal and notification

All applications should be submitted via email to [**childpovertyinnovationandsupportingcommunitiesgrant@gov.wales**](mailto:childpovertyinnovationandsupportingcommunitiesgrant@gov.wales)

No later than midday **14 July 2024.** No extension to this deadline will be granted.

It is intended that organisations will be notified of the outcome of their application **week commencing 12 August 2024**. We envisage awards being made to allow activity to begin at the start of **week commencing 19 August 2024.**

Alignment with other initiatives

Receiving funds from other sources, including from the Welsh Government, does not necessarily disqualify you from applying for this grant. You will need to provide detail of how the funds being requested would build on other funding streams (where applicable) and either increase or complement impact or learning/clearly stating that the funds requested will not duplicate existing funding for the specific activities in the proposal.

Applications will be appraised by an assessment panel. Having a cross-government approach, the panel will consist of Welsh Government officials who have relevant experience of project proposals in relation to child poverty. The panel will assess and score applications against the criteria set out below.

Grant funding will be awarded to organisations subject to the terms and conditions issued by Welsh Government. Successful applicants will be issued with a formal award of grant letter.

Any queries regarding this guidance note should be raised with the Tackling Poverty team by email:

**childpovertyinnovationandsupportingcommunitiesgrant@gov.wales**

After you apply

Process after applications are received

You will receive a response confirming your application has been received, if you do not receive this within one working day of submitting your application please resubmit it.

The assessment panel will review applications in July and, subject to the number of applications, aim to inform all applicants of the status of their application at the beginning of August 2024.

Contacting you about your application

You will receive an email from  [**childpovertyinnovationandsupportingcommunitiesgrant@gov.wales**](mailto:childpovertyinnovationandsupportingcommunitiesgrant@gov.wales)If you are not successful in receiving funding you will receive feedback as to the reasons.

Timeline and further information

* 14 June 2024: grant application window opens.
* 14 July 2024: grant application window closes.
* Week commencing 12 August 2024: outcome letters issued to bidders.
* Week commencing 19 August 2024: grant award letters issued.

Child Poverty - Innovation and Supporting Communities grant Application Form

When completing your application, please refer to the Child Poverty - Innovation and Supporting Communities grant guidance

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| Section 1 – Applicant details |
| Q1a Name of proposal (maximum 15 words)  This should be short and descriptive. |
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| Q1b Proposal location and the rationale for this (maximum 300 words)  If the proposal targets an area, please explain how and why the area was selected.  For example, will the proposal cover a specific Local Authority area or areas, specific community/ communities, specific town/city, specific ward or particular postcodes? |
|  |
| Q1c Name and details of lead organisation (maximum 300 words)  Explain the role of the lead organisation to deliver this proposal and, if applicable, the role of each partner.  Please note - Collaborations that include the private sector are welcomed but the funding is not available to fund any direct costs to a private sector partner.  Please confirm that each organisation has expressed a written commitment to participate in a collaborative working arrangement that advances work related to one or more objective of the Child Poverty Strategy for Wales. Successful applications will be required to provide this evidence. |
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| Q1d Contact for the lead organisation.  If successful, this person will be responsible for leading engagement with the Welsh Government and accepting the conditions of the grant offer. |
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| Section 2 – Proposal details |
| Q2a Summarise what you want to use this funding for (maximum 300 words).  Please set out the main detail of your proposal here. What activities will you implement if successful?  You should refer to the general guidance note to ensure activities proposed are within the scope of the fund, and do not include any ineligible activity. |
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| Q2b Why do you want to do this? (maximum 500 words)  Tell us how you know this proposal is the right thing to do. Tell us about local intelligence, data, evidence, existing work or strategies which inform your proposal’s design. |
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| Q2c What are the desired outcomes of the proposal? (maximum 500 words)  Objective 5 of the Child Poverty Strategy is to ensure effective cross-government working that enables strong collaboration at a regional and local level.    Your proposal will need to demonstrate innovation in collaboration between sectors and/or regional partnerships to work together to improve the lives of children and their families who are in poor households and to reduce poverty in the longer term.  Please set out here what you hope to achieve through this proposal. Please be as specific as possible, so even if the proposal is contributing to a wider overall outcome of improved household income or more holistic services, and to reduce poverty in the longer term, what element will this proposal deliver? |
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| Q2d Who will benefit? (maximum 200 words)  Please identify any target groups where relevant. |
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| Q2e How will you involve people with lived experience of poverty in the development and implementation of your proposal (maximum 200 words)?  Please include any detail on how people with lived experience have informed your proposal – including, where relevant, engagement in other service design and delivery, strategy processes etc. Please include detail where relevant on how people with lived experience will contribute to the proposal’s implementation, monitoring and evaluation. |
|  |
| Q2f How will your proposal involve/promote local partnership working? (maximum 300 words)  Please set out how you will build or use existing partnerships to deliver the proposal. Who is involved/needs to be involved, and how will relevant partners be engaged? |
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| Q2g How will you monitor progress and know you are on track? How will you evaluate your proposal and capture learning? (maximum 300 words) |
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| Q2h If successful, how could your proposal be embedded in your local practice and/or scaled up? What wider benefit could result from your proposal? (maximum 300 words)  Please set out your plans for sustainability of this proposal. This could include plans to ensure successful changes are maintained and embedded in processes, building on knowledge generated to adapt existing systems, embedding new partnerships or ways of working, or securing longer term funding to continue activities, if successful. |
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| Q2i What is the lead in time for beginning work?  Can you start straight away, or would you need to recruit staff and/or bring in others? Please give an expected start date. |
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| Section 3 - Budget |
| Q3a How much will your proposal cost to deliver?  Please provide detailed costings for your proposal using Annex A.  If there are other sources of funding for this proposal, for example if there is match funding (either resource or in-kind) from the applicant, or other resources from other partners, please detail these. |
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| **Q3b Value for Money**  **How will your proposal ensure Value for Money (VFM)**? |
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| **Q3c If you receive any other Welsh Government (or other) funding for activities linked to this proposal,** **provide details, and certify that there is no duplication of funding supporting the same activity.**  Please refer to alignment with other initiatives in the grant guidance for further information. |
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**Annex A: Budget template – Child Poverty - Innovation and Supporting Communities grant**

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| **Amount from Innovation and Support Communities Grant** | **2024/25** | **£** |
| **Amount from other funding**  (if applicable) | **2024/25** | **£** |
| **Total costs** |  | **£** |

If ‘other funding’ is included in the above table, please tick here to confirm these funds are confirmed ☐

If not yet confirmed, please explain when they will be confirmed as secured:

The following table lets you tell us how you plan to spend the funding you are requesting from. Please organise your costs under the categories administration, project delivery, and evaluation. Please use your best estimates if actual figures are not available. Please check the general guidance regarding ineligible costs

|  |  |
| --- | --- |
| Proposed use of funding (maximum 12 lines) | Cost |
| Administration | |
|  | £ |
|  | £ |
| Project delivery | |
|  | **£** |
|  | **£** |
| Evaluation | |
|  | **£** |
|  | **£** |
| Total costs | **£** |