GRANT APPLICATION FORM

**Whole Family Wellbeing Co-production Grant**

This grant is open to existing third sector providers in children's services in Fife and aims to support their engagement in a co-produced review of family support services as part of the Whole Family Wellbeing developments progressing in Fife.

This project will co-produce recommendations for system transformation and funding of future services in Fife within the context of key legislation and policy drivers including the Children and Young People (Scotland Act) 2014, Getting it Right for Every Child, The Promise and Whole Family Wellbeing.

The funding will support development of:

* a co-produced review of existing children and families support (universal, additional, and intensive) in Fife across rural and urban geographies with a particular focus on the experiences and aspirations of priority families as set out in the Best Start Bright Futures and Anti-Poverty Action Plan (see section 2 below).
* Recommendations to inform future children and families support service planning, commissioning, and design as part of the wider policy environment, no wrong door approaches, and Supporting Families Toolkit for Change.
* Reflection and learning on what supports successful co-production with children, families and service providers to inform future practice in this arena.

Organisations receiving funding will be expected to:

* Ensure representation of staff and people who use their services on the Whole Families Wellbeing Co-production Oversight Group and/or representation in themed co-production planning groups and wider activities as agreed with the Co-production Oversight Group.
* Support children and families from priority groups to meaningfully engage in the wider co-production process.

Funding will be allocated depending on the proposed approach and can be used to cover the costs of staff time, training, expenses and supporting children and families to engage either through paid participation opportunities or as volunteers.

We are seeking applications from third sector organisations who have experience of supporting engagement with children and families and are committed to an open, transparent, and collaborative approach to a whole systems review of children's services in Fife.

Organisations will be selected according to the following criteria:

* + - Evidence of relationship and experience with at least one of the priority family groups:

lone parents,

Disabled,

3+ children,

minority ethnic,

youngest child aged <1,

mothers aged <25.

* + - Experience of, and approach to, supporting engagement of children and families in service design or co-production-type activity
		- Commitment to an open, transparent and collaborative approach to a whole systems review of children’s services in Fife
		- Ensuring a balance of geographical coverage on the WFWF Core Co-production Oversight Group

The total budget is in the region of £75,000 and we hope to fund a maximum of 7 partners to support this work with a good balance across Fife’s different localities and the different priority family groups.

Please read the accompanying service brief for more detail on the Whole Family Wellbeing Fund and the proposal for co-production in this context.

**Section 1 – Contact Details**

|  |  |
| --- | --- |
| **Name of Organisation** |  |
| **Contact Name** |  |
| **Job Title** |  |
| **Address** |  |
| **Contact Number** |  |
| **Contact E-mail** |  |

**Section 2 – Overview**

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| **Please detail which of the priority family groups you will support:** |
| Lone Parents |  | Minority Ethnic |  |
| Disabled |  | Youngest Child <1 |  |
| 3+ Children |  | Mothers Aged <25 |  |
| **Project Proposal (max. 1,000 words)** |
| Please detail:* How you will use this funding to support children, young people and families, and from which priority family groups to participate in this project.
* Your experience of working with the priority family group(s) you have ticked above.
* Any risks or barriers to engagement and how you would use this funding to address these.
* How you will ensure you include your identified staff team in the co-production process
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**Section 2 -Overview (Continued)**

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| **In which locality/localities do you deliver services?****N.B. To tick Fife-wide you must have existing client/user relationships in all 7 localities.** |
| **Cowdenbeath** |[ ]  **Dunfermline** |[ ]
| **Glenrothes** |[ ]  **Kirkcaldy** |[ ]
| **Levenmouth** |[ ]  **North-East Fife** |[ ]
| **South-West Fife** |[ ]  **Fife-Wide** |[ ]

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| **How will you capture, reflect on and share the impact of the project and any lessons learned? (approx. 300 words)** |
| Please include detail on: * Anticipated numbers of children and families participating
* Plans for reflecting on findings and sharing them both internally and with others
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**Section 3 – Budget Outline**

**Please provide a breakdown of how the funding will be used, including any partner costs.** These headings are intended to help you structure your budget, but you can delete or add lines and appropriate headings as required.

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| --- | --- |
| **STAFF/VOLUNTEER COSTS**(Travel, training, sessional work costs,please add a row for each staff member specifying salary and hours per week) | **Amount** |
|  |  |
|  |  |
|  |  |
| **PROPERTY/VENUE COSTS** (room/venue/equipment hire, catering etc)  | **Amount** |
|  |  |
|  |  |
|  |  |
| **OTHER COSTS PLEASE SPECIFY** (Childcare, vouchers etc.) | **Amount** |
|  |  |
|  |  |
|  |  |
|  |  |
| **TOTAL** |  |

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| **If you have any match/additional funding to support this project, please provide details below:** |
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**Section 3 – Budget Outline (Continued)**

**Are you currently in receipt of Fife Council Funding?**

**Yes** [ ]  **No** [ ]

If no, you will need to provide us with and include these with the submitted application:

|  |  |
| --- | --- |
| * Constitution or other governing document
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| * Recent bank statement
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| * Public liability insurance certificate
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Also, if you are not in receipt of Fife Council funding there may be other documents which we will need to have copies of before we can release funds, including for example key policies around child protection and safeguarding. We will contact you directly when this is needed.

**Section 4 – Certification**

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| ***To be completed by applicant*****I have read and agree to comply with the details of this fund and confirm the information given in this application is correct. I understand that any grant award will be subject to terms and conditions which we will be required to read and agree to before commencing any activity under this fund.****I confirm I have the required authorisation to sign and submit this application on behalf of the applicant organisation.** **(Electronic Signature with confirmation email is acceptable)**  |
| **Name** |  |
| **Job Title** |  |
| **Signature** |  |
| **Date** |  |

**Section 5 – Application submission**

Please send your completed application form and supporting documentation to grants@fva.org by the deadline date of 5pm, Monday 20 March 2023

For support with this application process please contact Cat Cockburn: cat@fva.org