



# STRATEGIC COMMUNITY PARTNERS FUND GUIDANCE



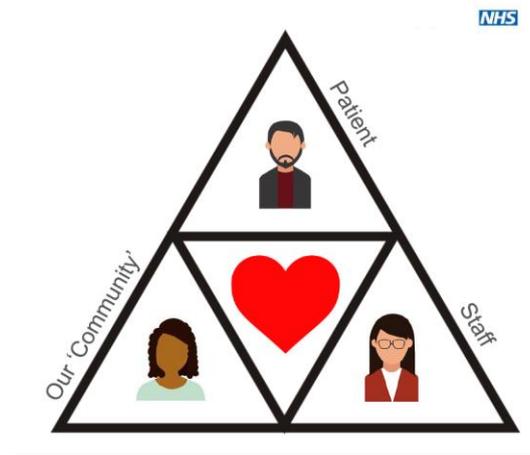
## Strategic Community Partner Fund Guidance and Application Form

### 1. Introduction

Making life better together (MLBT) is a new cultural change programme that has been implemented at South West London and St. George's Mental Health NHS Trust (SWLSTG). At its very heart this programme is about working with staff, patients and our community to create a positive culture where our values are linked to our behaviours.

The programme has three key areas which are connected with each other; staff experience, community experience and patient experience. Evidence shows that improved behaviours create an improved experience which in turn influences improved outcomes

The three key pillars to making life better together:



The community arm is a key component of the MLBT programme. By working with the local communities that we serve we aim to embed SWLSTG in community life. By building and working with our communities we improve our relationships, we are able to attract local people to come and work at the Trust and we can co-produce services to meet the needs of our local diverse communities.

As part of this programme we would like to develop a strategic partnership in each of the boroughs that we serve (Sutton, Merton, Wandsworth, Kingston and Richmond). A maximum of one partner will be selected per borough

### 2. What does being a strategic partner entail?

Being a strategic partner with SWLSTG will mean aligning your organisation with SWLSTG in regard to supporting each other in improving mental health awareness and working collaboratively and more closely together on local initiatives. Working together to improve mental health service provision locally and ensuring people get access to mental health support sooner, quicker and joint promotion of local mental health events.



### **3. What funding is available?**

A one year grant of up to £2000 is available to local community, voluntary sector groups and community interest companies across South West London (Sutton, Merton, Wandsworth, Kingston and Richmond) to run four mental health promotional events throughout 2019-2020. The events will have a focus on raising awareness of mental health issues in the local community open to people from across the five boroughs to attend.

### **4. What can I use the money for?**

The money must be used to be to run a minimum of four mental health promotional events throughout the year. One of the events must be held in October and link in with SWLSTG's October Mental Health Month. The events aim to raise awareness of mental health and wellbeing issues to the local community. Examples include:

- Running mental health awareness seminars
- Running a mental health coffee morning
- Running film night promoting films that address mental health issues
- Developing short videos on mental health and sharing at designated events

### **5. Who can apply for funding?**

Local community groups, voluntary sector groups or community interest companies are eligible to apply for the funding.

You must meet the following criteria in order to apply for the fund:

1. You must be a registered community or voluntary sector organisation or a community interest company
2. Your organisation must be serving the population of one of the following boroughs:
  - Kingston
  - Merton
  - Wandsworth
  - Richmond
  - Sutton
3. You must have experience of running community outreach events

### **6. How do I apply?**

You will need to complete the application form (Appendix1) and submit before the deadline.

### **7. Timelines**

Applications open	14 <sup>th</sup> February 2019
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Application deadline	1 <sup>st</sup> March 2019
Applicants informed of outcome	21 <sup>th</sup> March 2019

## 8. Evaluation criteria

Applications that meet the eligibility criteria will be judged on the following:

Clear outline plan of:

- What events will you deliver, number of events you will deliver, and the month and year they will be held in
- Plan describing how you will deliver the events
- Details of other groups and organisations that you will connect with
- Details of how you will evaluate your events
- How you would like to incorporate a trust spokesperson in the event

All applications will be reviewed by a panel of SWLSTG staff and a final decision made based on the evaluation criteria. All decisions will be final



Appendix 1: Application form

SWLSTG OFFICIAL USE ONLY			
Date application received		Fund application	
SWLSTG Lead Panel Member		Approved	
FUNDING APPLICATION			
Name of organisation	Healthwatch Kingston upon Thames		
Type of organisation Community Sector/Voluntary Sector/Community interest company) (Please include charity or CIC number)	Registered Charity 1159377  Registered Company 08429159		
CONTACT DETAILS			
Address	Kingston Quaker Centre, Fairfield East, Kingston upon Thames KT1 2PT		
Contact name	Stephen Bitti	Email	<a href="mailto:stephen@healthwatchkingston.org.uk">stephen@healthwatchkingston.org.uk</a>
Phone (landline)	0203 326 1255	Phone (mobile)	
MENTAL HEALTH AWARENESS/PROMOTION EVENT PLAN			

**Please provide a brief description of your proposed event. Please include the following information**

What activities will you run?

- We will reach out to young people in the Tamil and Korean communities in Kingston by promoting our Youth Out Loud! (YOL!) film raising mental health awareness at a launch event in October 2019 as part of the SWLSTG World Mental Health Day events. The film will be subtitled in Tamil and Korean to ensure we reach as wide an audience as possible. This is a key opportunity to reach out in BAME communities in Kingston and will build on the work of our YOL! team.
- We will also support/work with others to run mental health awareness events/activities, including Time to Change Kingston Champions (as part of our Time to Change Kingston Hub Coordinator role)
- We will work in partnership with Mind in Kingston and other community groups/organisations to run activities/events in Kingston to raise awareness of mental health among their client groups, as well as the wider community.

What will be the focus in terms of mental health awareness and wellbeing?

- Raising awareness of mental health and wellbeing, services and self-help amongst young people and people living with a learning disability, their families/carers and also vulnerable people
- We will work with a range of community groups such as Fast Minds and Kingston Mental Health Carers' Forum to raise awareness of mental health, and particularly issues their client groups face.

How many activities will you run?

- 7 made up as follows:
  - 1 x a film (with Korean and Tamil subtitles) produced with young people
  - 1 x launch event involving young people and people from the Korean and Tamil communities
  - 5 x other events to be confirmed with community groups supported by Healthwatch.

Where will you run the activities?

- Activities will take place in community venues in Kingston including the Kingston Quaker Centre, Korean/Tamil community centres and other accessible spaces such as Searchlight in New Malden.

When will you run the activities?

- 1 x w/c 23 October linking in with SWLSTG's October Mental Health Month
- Other dates (tbc) include World Mental Health Day (10th of Oct), Mental Health Awareness Week (13-19 May), and also Time to Talk Day (6 February) but all before the end of March 2020.

How will you promote the activities?

- Via schools, social media and our Youth Out Loud! group who will be producing the film
- Partners will support the promotion of community events, through local community networks, mailing lists, RBK Community newsletter, Mind in Kingston newsletter, KVA communications.

How will you evaluate the activities that are run?

- Number of attendees, number of views, pre, post session questionnaire to test learning.

Who is your target audience?

- Secondary school and college aged young people across Kingston and Richmond
- People in the Tamil and Korean communities, people with mental health needs, people living with a learning disability, vulnerable people and the wider public.

How many people do you expect to attend?

- We anticipate 150 people will be engaged through these activities.

Details of other organisations/groups that you will work with

- Healthwatch Richmond have agreed to support this programme
- Others we have approached as part of this work are Kingston Mencap, RISE Community Cafe, Involve and Achieving for Children

How you would like to incorporate a trust spokesperson in the event

- A Trust spokesperson to attend the events with a dedicated slot on the agenda to enable them to participate in the discussions and answer questions
- CAMHS staff to engage with the development of the film.



### COST BREAKDOWN – THIS SECTION MUST BE COMPLETED

	Event	Cost
1	Young People's Mental Health Awareness Film (with Korean and Tamil subtitles)	£ 500
2	Young People's Film (with Korean and Tamil subtitles) Launch/Engagement Event	£ 300
3	MIND in Kingston Event	£ 300
4	Kingston Mencap Event	£ 300
5	3 other community events (£200 each)	£ 600
		<b>TOTAL £ 2,000</b>

### DECLARATION AND SIGNAURE

I agree:

- That the information provided on this form is true and correct
- That the information provided on this application can be stored securely by SWLSTG and used for future contact
- To partner with SWLSTG for one year (April 2019-March 2020). This involves developing closer two-way relationships with SWLSTG and agreeing for SWLSTG to use your organisation name and logo on publicity materials
- That all publicity material that you develop must be approved by SWLSTG communications team and include the MLBT and Trust Logo
- To run at a minimum of 4 mental health awareness/promotion events between April 2019-March 2020 with one event being held during October 2019.
- That if I do not deliver what has been agreed that some or all of the funding may be recalled
- That if my application is successful, I will send an invoice to SWLSTG who will send a BACS transfer into my organisation's bank account
- That funds provided will be used solely for the purposes set out in this application. If there is any substantive variation, I will agree this in writing with SWLSTG
- That records of expenditure will be kept and, if requested to do so, I will provide SWLSTG with evidence of how the funds were expended including copies of invoices and received

Name: Stephen Bitti

Date:  
01.03.19

Signature:

Position in organisation: Chief Officer

We will contact all applicants to confirm receipt of application

**Please return completed forms via email by 1<sup>st</sup> March 2019 to:**

Darren Fernandes

Strategic Co production Lead

**Phone:** 07966 240 014 **Email:** mlbtcommunity@swlstg.nhs.uk

