



Chelmsford Health Inequalities Grant Funding Guidelines

Chelmsford City Council (Public Health team) are inviting expressions of interest for the [Health Inequalities Grant](#), aimed at supporting impactful projects that address disparities in health outcomes in 2025.

All projects must be completed by **31st March 2025**.

This guidance for applicants outlines the type of organisations and projects we are looking to fund and how to apply for a grant. We have made the application process as easy and straight forward as possible, and similarly, we have created this guidance to help you decide your eligibility and help you make the best case to us.

Here are the steps to complete the application:

- Please read this guidance document and the associated FAQ carefully to gain a full understanding of what we will fund, and the information we will need.
- Complete the online application form by **Monday 9th December 2024 at 12pm**.

If you have any queries about the guidelines or are unsure whether your project fits within them, please contact the Public Health team - publichealth@chelmsford.gov.uk. (Please note that Chelmsford City Council reserve the right to review and make changes to the funding guidelines at any time)

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1. Overview

Health inequalities refer to preventable differences in health outcomes between groups, such as variations in life expectancy or the onset of preventable diseases. These disparities are influenced by factors like health behaviours, access to services, social deprivation, employment, education, and social support.

The **Health Inequalities Grant** is designed to invest in Chelmsford's communities by supporting local organisations and groups that promote the conditions for healthier individuals and communities. This targeted funding initiative focuses on strengthening and expanding existing projects, prioritising those that address the needs of populations most affected by health inequalities across the Chelmsford district.

The funding objectives are guided by our strategic priorities outlined in the **Chelmsford Health and Wellbeing Plan**, insights from the **Thriving Places Index (TPI) framework**, and the **Government's UKSPF** fund parameters. These frameworks help us target the interconnected drivers of poor health outcomes, ensuring our funding supports initiatives that promote lasting wellbeing for the community.

The Grant funding will be allocated to organisations in Chelmsford who submit successful applications through this Expression of Interest (EOI) process.

The application process will be shared across Livewell Chelmsford partners, our Integrated Neighbourhoods and Chelmsford CVS's community channels. This is to encourage EOI applicants to build upon and further strengthen the emerging and existing partnership work that is taking place across the district.

1.1 Chelmsford Health and Wellbeing Plan

The Chelmsford Health and Wellbeing Plan (Plan) is our strategy for improving the health and wellbeing of people in the City of Chelmsford including the large urban areas of Danbury and South Woodham Ferrers and rural communities (read the Plan [here](#)).

Informed by the Joint Strategic Needs Assessment which displays a continued need to focus on preventative health issues and address the wider determinants of health and factors that impact health outcomes and health inequalities, the purpose of the Plan is to express our shared set of aspirations and to provide a focus for collective action on the most important health and wellbeing issues facing the people of Chelmsford as part of a wide system of partners.



1.2 Thriving Places Index

The Thriving Places Index (TPI) has been created by the national organisation called the Centre for Thriving Places. TPI provides a respected framework and easy to read 'dashboard' of information on a range of indicators, that track known drivers of wellbeing and can be benchmarked against national averages and other Local Authority areas.

The TPI framework lends itself well as a format through which we can align and streamline efforts to best support the wellbeing of people, place and the planet. It cuts across multiple sectors and interests and brings together data from historically siloed policy areas. At a general level, TPI helps us to answer three questions:

- Are we creating the right local conditions for people to thrive?
- Are we doing that equitably, so everyone can thrive?
- Are we doing that sustainably, so current and future generations can thrive?

Recently, the Centre for Thriving Places facilitated discussions with our internal Public Health Officers Group to explore answers to these questions within our local context. Through collaboration between national and local data leads, an initial assessment has been conducted on interconnected TPI outcomes, which directly inform the Fund Objectives of this Grant.

1.3 UK Shared Prosperity Fund

This grant fund is supported by [the UK Shared Prosperity Fund](#). The Fund aims to improve pride in place and increase life chances across the UK investing in communities and place, supporting local business, and people and skills.

2. Fund Objectives

The overarching funding objective of this Grant is to support existing projects, strengthening what is currently available in Chelmsford District, ultimately reducing health inequalities and improving population health through the following key outcome areas:

- Healthy Weight
- Access to Services (including transport)
- Community and Community Cohesion
- Enhancing the Quality of Life for People Living with Long-Term Conditions
- Mental Health and Wellbeing
- Fuel Poverty



- Employability (including personal development, employability skills, digital skills, life skills)

Our analysis of the data from the Thriving Places highlights the importance of these outcomes for Chelmsford. Applicants submitting Expressions of Interest (EOIs) must demonstrate how their projects will strengthen Chelmsford communities in relation to these outcomes and explore their interconnections.

Preference will be given to EOIs addressing multiple outcomes. For instance, a project might focus on healthier diets to improve mental health or propose integrating separate initiatives to address these outcomes more effectively.

Our principles

A set of guiding principles has been established to support decision-making and evaluate actions against the identified health and wellbeing outcomes. These underpinning principles include **prevention, early intervention, and partnership working**. Applicants are encouraged to collaborate with organisations across various sectors, reflecting a holistic and collaborative approach to enhancing health and wellbeing in the district.

EOIs should outline how the proposed project aligns with broader, long-term goals. For example, this could involve using the funding to pilot a business viability study that informs larger future initiatives. Providing a clear narrative on your long-term vision will help the evaluation panel assess the sustainability of your proposal.

The funding must be spent in-year, with all deliverables completed between **January 2025 and March 2025**. While long-term impact is encouraged, applicants must provide assurances on delivering the funded work within this timeframe.

Please note, this funding is available for **revenue costs** only. Revenue costs may include:

- training, including participant costs
- resources
- marketing and publicity costs
- staffing or volunteering costs
- contractors or consultants procured to deliver project activities
- venue hire
- project start-up costs
- transport



- purchasing small items of equipment or material items (usually expected to cost under £1,000)

3. Funding Availability

Grants from a minimum of **£2,500 to a maximum £15,000** are available. For amounts outside of this, please email publichealth@chelmsford.gov.uk.

A breakdown of projects costs must be provided to support the grant amount requested.

Funding is limited, and submission of an application does not guarantee funding. Please do not start your project until funding has been confirmed.

4. Eligibility Criteria/Exclusions

You can apply if you are an organisation that serves communities within Chelmsford and is one of the following:

- a private organisation such as a limited company, LLP or partnership
- a voluntary and community organisation
- a registered charity
- a not-for-profit company limited by guarantee
- a community interest company (CIC)
- a school
- a statutory body (including NHS Integrated Care Systems, local authorities, town, parish, or community council)
- a community benefit society
- a co-operative society. You must have a not-for-profit 'asset lock' clause in your society rules and also be registered with the Financial Conduct Authority
- a consortium of organisations led by an eligible organisation. A partnership agreement will need to be in place before any funding is awarded
- a sports club/group and physical activity providers

Applicants must have been trading/operational on 1st April 2024 (not subject to strike off or liquidation).

Applicants must be able to report against the fund objectives indicated in their application.



Applicants must have all the necessary licences and permissions in place to operate the business. Where legal permissions have already been granted, the expression of interest proposal must not have commenced prior to the award of funding.

Only one grant will be awarded to any organisation. This will also apply if more than one legal entity has the same director(s) or where more than one business has the same proprietor (either sole trader or partnerships).

In addition to the specific eligibility criteria/exclusions listed above, the following apply to all applicants:

- All proposed activities must be delivered within Chelmsford for the benefit of Chelmsford residents.
- The proposed activity must be for either enhancing or adding additional value, including increased activity to meet demand but cannot be used to sustain an existing service.
- The funding is revenue only. Capital costs are not eligible, and its inclusion will invalidate your application. Capital funding relates to expenditure on the acquisition of an asset, or expenditure which adds to, and not merely maintains, the value of an existing asset and that the assets yield benefit over a period of more than one year.
- Must not be fulfilling a statutory duty.
- Retrospective funding cannot be provided.
- Organisations must be able to start the proposed activities immediately, so please demonstrate in your application how the activity can be increased or start promptly once the funding is released.
- Any costs incurred before the project start date shown in the grant funding agreement will not be eligible.
- Contingency costs cannot be funded.
- The cost of getting any permissions or consents, such as planning permission, cannot be funded. Where permissions have already been granted, the project must not have commenced prior to the award of funding.
- Applicants must have all the necessary licences and permissions in place to operate the business/organisation/project.
- The project must be completed, in full, by **15th March 2025**.
- The applicant organisation must have a robust plan in place for delivering the project and be able to evidence this.
- To ensure transparency, information regarding grant recipients and the amounts of grants awarded will be made available for public scrutiny on our website.



- All grants are discretionary and subject to the availability of funds.
- Any deviations to the original plan submitted for approval must be sent to the Council for further consideration. Grant award will not be increased but may be reduced if costs change.
- Organisations delivering statutory duties (ie. Grant Maintained Schools and Parish Councils etc), are eligible for funding provided it is not used for what the organisation is required to provide through its public grant.

- Grant funded activities must not involve or in any way be connected with:
 - Nude/semi-nude modelling
 - Gambling
 - Offering sexual services of any kind
 - Pornography
 - The promotion of particular religious or political views
 - Any illegal activity
 - Any other activity that the Council has indicated that it does not regard as suitable for support from public funds

5. How to Apply

Application forms and guidance are available on the [Chelmsford City Council Website](#).

The fund is open for applications from 22nd November – 9th December.

This grant scheme has a limited funding availability and therefore eligible applications will be assessed immediately after the application deadline.

- If you are having difficulty completing the online application or have communication needs, please contact the Public Health team publichealth@chelmsford.gov.uk.
- You will receive a notification after submission of the application to let you know we have received your application.
- We may contact you if we need to clarify any information
- If your application is unsuccessful – we will send you an email. We offer feedback on request to unsuccessful applicants. All decisions are final, and we cannot revisit any decision.



- If your application is successful – we will send you an email with an offer letter outlining the terms and conditions of your grant and the next steps. We will ask to see any additional documents/policies to support your application at this time.
- You should spend the funding the way you said you would in your application.
- Grant terms and conditions – if your application is successful, we will ask you to agree to our terms and conditions.
- Once approved, all projects must be completed no later than the 15th March 2025 so final payments can be processed by the end of the grant funding window of the 31st March 2025.
- In line with Ministry of Housing, Communities and Local Government requirements, projects need to acknowledge the source of the funding in any publicity.