



Carer Projects Grant Fund Guidance

This guidance is to provide organisations with further information about the Carer Projects Grant process; and to assist with the completion of grant applications.

Forward Carers CIC is an award winning, social enterprise and Community Interest Community. Our mission is to create Carer Friendly Communities, places that empower unpaid Carers to thrive in all areas of life and work.

We are commissioned by Birmingham City Council, Birmingham Children's Trust and Birmingham and Solihull ICB, to deliver Birmingham Carers Hub, a partnership of not-for-profits who have come together under the management of Forward Carers, to deliver support and services for unpaid Carers in Birmingham.

Grant Fund Programme Overview:

As part of the Birmingham Carers Hub contract, Forward Carers CIC is commissioned to run a Carer Projects grants scheme that:

- expands provision for unpaid Carers in Birmingham
- integrates with Birmingham Carers Hub
- delivers positive wellbeing outcomes for Birmingham Carers
- offers value for money

The programme is managed by Forward Carers but successful projects will also support Carers to register with Birmingham Carers Hub service, to further improve outcomes for Carers.

Our aim is to create a cohesive network of provision for Carers that is integrated across the VCSE sector in Birmingham.

Priority Funding Areas:

We are seeking applications for projects that will provide support in the following priority areas:

- Project to support LGBTQI+ Carers
- Projects to improve Carer mental wellbeing
- Projects to support young and sibling Carers
- Projects that provide Bereavement/ Pre-bereavement support for Carers
- Projects that address Carer health inequalities
- 'Other' Carer groups not included above (evidence of need to be provided by applicant)

Project Outcome Domains:

Projects should respond and interact directly with Carers to support their needs in a flexible and responsive manner. Support can be provided to the individual for as long as needed.



Projects should encourage, develop and maintain a person's independence, wellbeing, confidence and resilience by using assets within their local communities.

Specifically, projects must meet a minimum of **two** of the following Carer Outcome Domains to demonstrate an improvement in Carer wellbeing in the following areas:

- Health & Wellbeing
- Relationships
- Home/ the Environment
- Diet/ Nutrition
- Feeling Safe
- Other Family Commitments
- Financial situation
- Work, Education and Training
- Time Out

These outcomes align to the wellbeing outcomes we seek to achieve for all Carers who access support from Birmingham Carers Hub.

How much will we fund and for how long:

Applications for funding between £10,000 - £25,000 per annum, over 12 - 24 months will be considered. There may be an opportunity for project extension dependent on fund availability and outcomes delivered.

What we are looking for:

- Projects that deliver new, specialist or tailored support for Carers who are underserved (see priority areas). Although, you may apply to deliver existing types of support to those who don't traditionally access this support, perhaps due to equality, diversity or inclusion issues, if you can demonstrate you are the right organisation to deliver this and to engage with these Carers.
- Your project may have a history of success delivering services to Carers perhaps outside of Birmingham and wish to expand that support to Carers in Birmingham so they can benefit, or you may be delivering support to other groups of Carers or families and wish to expand your support to meet our priority areas.
- We want to see projects that are clear about how they will meet the project outcomes listed above and can demonstrate a planned approach to measuring the difference the project will make.

What about organisations that don't currently work with unpaid Carers?

Birmingham has a thriving VCSE sector and we know that there are large numbers of organisations who are already deliver fantastic support and services to families and individuals with needs. If you have a history of delivering support to people in Birmingham who rely on family members, friends or neighbours (i.e., unpaid Carers) to support them in their lives, you are likely to have a strong ability to engage with, and potential to positively impact, Carers. You will need to demonstrate an understanding of Carers' needs and the ability to deliver, but you are welcome to apply as you may be able to reach those who are underserved/ under-reached.

Eligibility Criteria:



Grants will only be made available to the following types of organisations:

- Voluntary organisations
- Community groups
- Tenants and resident's groups
- Housing associations
- Most co-operatives and social enterprises (provided all profits are retained for the benefit of the members or community served)

Eligible organisations' must have one or more of the following structure/forms:

- Community Interest Companies limited by guarantee
- Community Interest Companies limited by shares (with an asset lock of 100%)
- Charities or CIOs
- not for profit trade associations
- Charitable trusts
- Private Limited Companies limited by guarantee
- Unincorporated groups
- Wholly owned trading arms
- Formalised consortia or partnerships of local organisations will be eligible to apply, providing that all partners meet the criteria set out in the above definition. Please note, the organisation applying for a grant must be the one who will receive and be responsible for the funding.

Eligible organisations must:

- Be based in or delivering services in Birmingham (i.e. that any funding awarded benefits people in Birmingham as opposed to anywhere else)
Deliver a new project or service for Carers that does not duplicate existing funded provision available in Birmingham
- Be able to deliver their project from a Birmingham base
- Be Value driven for the social good
- Be Non-party political
- Have a voluntary governing body
- Principally reinvest any financial surpluses to further social, environmental or cultural objectives that bring a significant community benefit to Birmingham
- Not distribute any of their surpluses or assets through share dividends to individuals or shareholders
- Not request funding that represents 50% or more of the organisation's turnover

Conditions of Funding - Projects must agree:

- To deliver the project as per described in the grant application (contract and SLA)
- To ensure that relevant data for Carers accessing the project is recorded
- To provide a quarterly project report (including activity data, project take-up and Carer case study)
- To request feedback from all Carers who attend your project - To achieve a response rate of 65% of Carers who access the service complete an outcomes-based questionnaire provided by Forward Carers
- To take part in a programme evaluation



- To ensure all Carers are made aware of and supported to register with Birmingham Carers Hub

The Application Process

All applications must be completed online at <https://forward1.grantplatform.com/>

Please register for an account to start the application process. Applications should be saved as you go and you can return to them at any time until the closing date. Please do remember to submit before the deadline as we will not be able to consider any request for an extension.

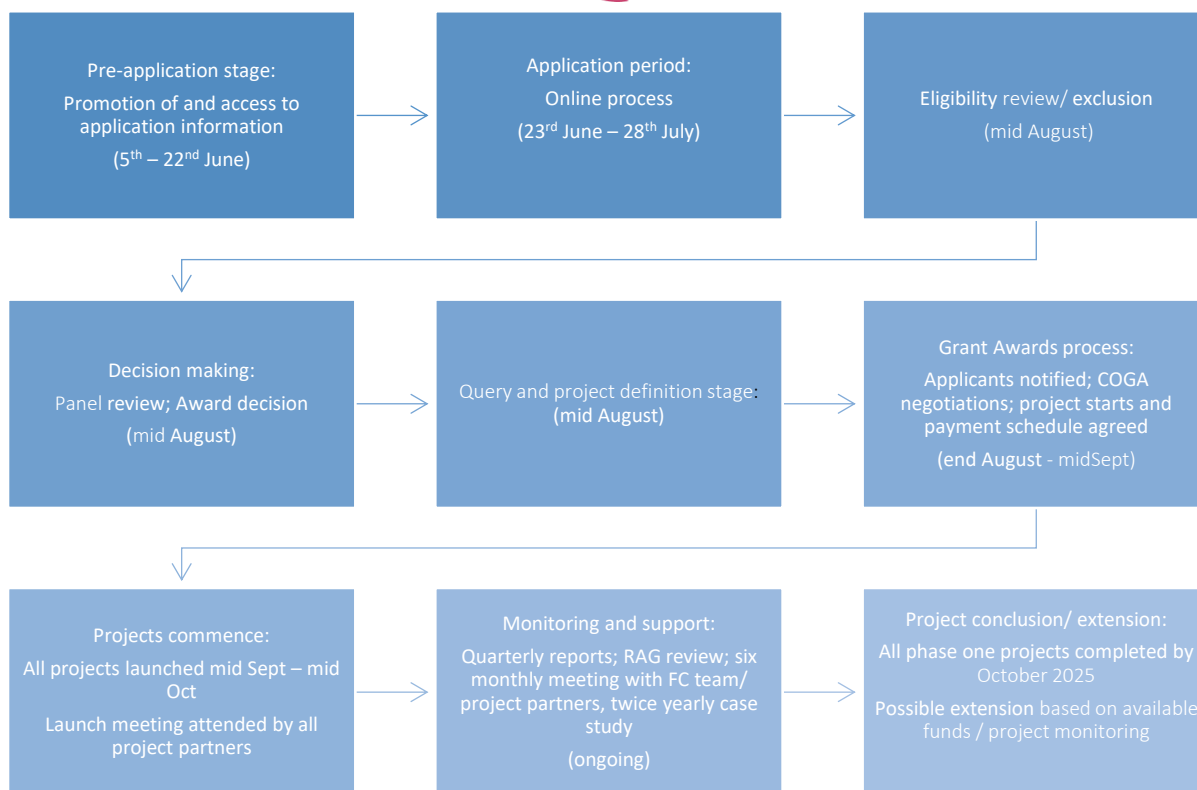
We are committed to being accessible and inclusive. If you experience or anticipate any barriers within the application process or require help to make an application or accessing services and information, please contact us.

A pdf of the Application Form is available for review via the above Good Grants platform or at [Carer Projects Grant Fund - Forward Carers](#)

Clarifications:

If you have a point of clarification or any other enquiry, please contact info@forwardcarers.org.uk for assistance using the subject title Carer Projects Grant Fund and we will respond within two working days. Applicants are advised that all points of clarification and enquiries will be shared on the Forward Carers website, to be fair to all applicants, although anonymity will be preserved.

Important Dates:



Assessment of Applications and Award Criteria

Completed applications will undergo initial screening to identify:

- If your organisation and any partner organisations meet the eligibility criteria
- The application form is fully completed

If your application does not pass the initial screening, it will not be considered.

Following initial screening, your application will be assessed and scored. The 'Project Application Questions' (1 – 7) will be scored using the method shown in the table below. As a minimum requirement for funding, applications must attain a score of 3 or above in all questions.

Failure to meet this requirement will automatically exclude the applicant from further consideration of funding.

SCORE	DEFINITION	ASSESSMENT
5	An excellent response submitted in terms of detail, relevance, plausibility and impact which clearly delivers to a relevant group of Carers with no duplication with existing services. Demonstrates excellent understanding of Carers' needs and clearly evidences their ability / proposed methodology will deliver a positive outcome for Carers. Provides good value for money. No risk of project failure.	Excellent



4	A good response submitted in terms of detail, relevance, plausibility and impact which clearly delivers to a relevant group of Carers with no duplication with existing services. Demonstrates good understanding of Carers' needs and clearly evidences their ability / proposed methodology will deliver a positive outcome for Carers. Provides some value for money. The project would be delivered without intervention or significant ongoing issues	Good
3	A satisfactory response submitted in terms of detail, relevance, plausibility and impact designed to deliver impact to a relevant group of Carers with no duplication with existing services. Demonstrates understanding of Carers' needs and provides some evidence their ability / proposed methodology will deliver a positive outcome for Carers. The project would be delivered without intervention or significant ongoing issues	Satisfactory
2	A complete response provided but reservations in some key areas, either in understanding the target group, and / or details around proposed methodology, and / or limited evidence to support the response. There would be concerns that the project would require intervention or have ongoing issues.	Less than satisfactory
1	Limited response provided, or a response that is inadequate, inaccurate and / or only partially addresses the question. Serious reservations regarding the response provided, either in understanding and / or details around proposed methodology, and / or little / no evidence to support the response.	Poor
0	Does not meet the requirement. Does not comply and / or insufficient information provided to demonstrate that either in understanding and / or details around proposed methodology, with little / no evidence to support the response. Alternatively, no response to the question or a response that is significantly irrelevant or inaccurate	Incomplete application

Applications that score a minimum of three points in every Project Application question will be presented for consideration at a review panel formed of an independent reviewer, a representative of Birmingham Carers Hub, a Financial reviewer and Carer representatives.

Applications will be ranked in order based on the total score awarded. Forward Carers reserves the right to invite applicants to participate in a further stage where a short presentation about the project impact and delivery may be requested.

A final decision will be made which will include a consideration of Value for Money; New provision; Real Living Wage or Staff wellbeing ethos; Track record of delivering positive outcomes for families.

What happens next?

Applicants will be notified within four weeks of the closing date if they have been successful and/ or if they are requested to attend a presentation panel. All projects must commence before 31st October 2023.