

## **Southport Together Mental Wellbeing and Community Cohesion Small Grants Fund FAQ's**

Sefton CVS has a budget of £19,500 in grant funding to support Southport based VCF sector organisations and groups to deliver a new, or additional series of, mental health and emotional wellbeing focused activities that support the priorities of the Southport Recovery Programme.

### **Frequently Asked Questions**

#### **When does the grant scheme open and close?**

The scheme will open on Monday 6<sup>th</sup> October and close for applications on Monday 3<sup>rd</sup> November at 5pm.

#### **How can I apply?**

You can apply by visiting; [seftoncvvs.org.uk/southport-together-mental-wellbeing-and-community-cohesion-small-grants-fund-2025](https://seftoncvvs.org.uk/southport-together-mental-wellbeing-and-community-cohesion-small-grants-fund-2025)

The application form is also available in word format on request.

Please read the [grant guidance here](#) before completing your application.

#### **How much funding can I apply for?**

You can apply for a maximum of £1,500 inclusive of VAT. In exceptional circumstances the award may exceed this amount.

#### **How do I know if my organisation is eligible to apply?**

You cannot apply if you are a:

- Public sector bodies (for example NHS trusts)
- Schools
- Private sector organisation or private businesses
- Projects for residential buildings

#### **How do I know if my project is a capital project?**

A one-off purchase is considered as being capital funding not ongoing costs. We can fund things such as a six-week mindfulness class for people who don't have English as a first language. Please refer to our grant guidelines for more information.

### **Can I submit more than one application?**

No, you can only submit one application

### **Can I work in partnership with another organisation?**

Yes, we would be delighted to accept applications from organisations working together. One organisation will need to apply for the funding and distribute to their partner organisation.

### **What documents do I need to prepare for my application?**

You will be required to submit all of the following documents as part of your application:

- The constitution / set of rules of your organisation
- Your organisation's latest annual accounts, or income/expenditure statement for the last 12 months
- A copy of your organisations Safeguarding Policy

### **What happens if some documents are missing from my application?**

If you don't have all the relevant documents for your application, please contact us at [communityoutreach@seftoncvcs.org.uk](mailto:communityoutreach@seftoncvcs.org.uk) before you apply, as you may not be eligible to apply.

### **What date could I start my project if I am awarded a grant?**

The earliest start date would be November 2025, but this would not be confirmed until a grant offer letter is sent.

### **How long will I have to complete my project?**

You have until the 31st March 2026 to complete the project following receipt of the grant.

### **What does a budget breakdown mean?**

A budget breakdown should include a brief description of what you are purchasing and the cost. For example,

Item	Quantity	Total
Room hire @ £20 per hour	X 2 hours for 6 weeks	£240
Mindfulness instructor @ £50 per hour	X 1 hour for 6 weeks	£300
Refreshments @ £5 per week	X 6 weeks	£30
TOTAL: £570		

We need to see a list of all costs for the entire project with corresponding quotes. Any items without a quote cannot be supported.

**Can I amend my application once it has been submitted?**

Yes, we will accept minor changes once your application form has been submitted. If additional funding is required you should include this in your application.

**How will I know if my application has been successful?**

If your application is successful, you will receive a grant offer letter by email. The letter will ask you to sign a grant acceptance form and terms and conditions and return it to us before we can start to make payment arrangements. All unsuccessful applicants will be informed in writing.

**Will I receive my grant payment in one lump sum or is there a payment schedule?**

Yes, we will pay grants upfront once we receive a signed grant agreement.

**What will happen if I don't submit my application by the deadline?**

Unfortunately, we cannot accept late applications. If you are having issues submitting your application, please contact [communityoutreach@seftoncvcs.org.uk](mailto:communityoutreach@seftoncvcs.org.uk) before the deadline.

**I am still unsure if my project is eligible, can you provide further help?**

We would welcome the opportunity to hold a meeting to discuss your project and provide further guidance. Please contact us by email at: [communityoutreach@seftoncvcs.org.uk](mailto:communityoutreach@seftoncvcs.org.uk)