

Older People's Neighbourhood Support (OPeNS)

- Ancoats, Clayton and Bradford
- Ardwick and Longsight
- Fallowfield and Withington

Fund Prospectus
2021–2022

 Manchester Health & Care
Commissioning
A partnership between
Manchester City Council
and NHS Manchester CCG



Contents

Foreword	3
Key information	4
OPeNS Fund	6
What we will and won't fund	8
Key requirements	9
How to apply	10
How decisions will be made	10
Process once decisions have been made	11
Ongoing relationship	11
Monitoring and evaluation	11



Foreword

The Voluntary and Community Sector (VCS) is a key partner in the delivery of Manchester's Population Health Plan. This is the city's overarching plan for reducing health inequalities and improving health outcomes for our residents. The Plan has five priorities, including the priority to create an age-friendly city that promotes good health and wellbeing for people in mid and later life.

The Population Health Plan further describes the need for partners, including VCS groups and organisations, to come together in new ways to address the wider determinants of health. We know that:

- 80% of a population's health status is attributable to factors outside of the health services
- People aged 70 and over spend at least 80% of their time in the home and the surrounding area.

Our neighbourhoods and communities must therefore be the focus for collaborative work with older residents, ensuring social and civic participation in its broadest sense. As an age-friendly city, we want to support our older residents to maintain their independence, live well at home for longer, and protect individuals against social exclusion and poor health outcomes.

Manchester's voluntary and community sector delivers essential services to many older residents and provides people with a wealth of opportunities to contribute to their local neighbourhood. The Our Manchester approach puts people at the centre of everything we do and this targeted fund will build new partnerships and encourage innovative projects, which will make our city a better place to grow older.

David Regan

Director of Public Health

Key information

Funding has been made available for projects that aim to increase the health and wellbeing of older people in each of the 12 neighbourhoods of Manchester. We have successfully done this for 9 so far and have 3 neighbourhoods remaining.

Objectives

To enable older people:

1. To be more socially connected to family, friends, colleagues, neighbours and their local community
2. To increase their skills and abilities to help themselves and others
3. To make more use of local organisations and amenities, and to engage with residents in their local community of all ages

Key dates

Opening date for applications:

Monday 2 November 2020

Closing date for applications:

Monday 23 November 2020 at 10am

Decision date:

December 2020

Due diligence date:

January 2021

Start date for projects:

Anticipated to commence March 2021

Funding

The amount of available funding varies between neighbourhoods

- Only one application per neighbourhood will be funded
- Funding is for delivery over an 18 month period.
- You can only be a lead or partner organisation in three applications for funding. If you are already a lead or partner in three OPeNS funded projects you are ineligible to apply for this funding.
- You can only be part of one application per neighbourhood

Only organisations already funded through any of the following grant programmes are eligible to apply for funding as the lead organisation:

- Our Manchester Voluntary and Community Sector (General Fund)
- Young Manchester (Youth and Play Fund)
- Cultural Partnership Agreement grants programme.

A list of all eligible organisations is available within the guidance document for the fund and can also be found by visiting www.mhcc.nhs.uk/news or www.manchestercommunitycentral.org, or by emailing or phoning the Our Manchester Voluntary and Community Sector (OMVCS) Programme Team at **omfunds@manchester.gov.uk** and **07866 001 456**

Organisations must already have a significant track record of delivering services to Manchester citizens.

Strategic context for the fund

Manchester is known across the world for its Age-Friendly Manchester work and its vision and priorities to become an age-friendly city: a place in which people in mid and later life are economically, physically and socially active, and where they are healthier, safe, informed, influential, independent and respected.

Age-Friendly Manchester is a partnership involving organisations, groups and individuals across the city playing their part in making Manchester a great place to grow older. This builds on the Valuing Older People programme, launched in 2003, and the ten-year **Manchester Ageing Strategy**, published in 2009 and updated in 2017. Age-friendly is an internationally recognised concept that enables a good quality of life for older people, and is supported by a **World Health Organization** movement of over 200 age-friendly cities and communities worldwide.

Manchester City Council's Our Manchester Voluntary and Community Sector (OMVCS) Programme Team are administering the Older People's Neighbourhood Support (OPeNS) Fund on behalf of Manchester Health and Care Commissioning (MHCC).

Voluntary and community sector organisations are a vitally important part of the city, providing a range of activities and services for Manchester people. The contribution

that voluntary and community sector organisations make is recognised as a key priority within the **Our Manchester** Strategy – the vision and ambition to make Manchester a world-class city by 2025.

The OPeNS Fund continues the work of the OMVCS grant programme, building on the support for voluntary and community sector organisations to carry out activities that make an important contribution to meeting both the outcomes **of The Manchester Population Health Plan** and **Our Manchester Strategy**.

Our Manchester Outcomes

- a thriving and sustainable city
- a highly skilled city
- a progressive and equitable city
- a liveable and low-carbon city
- a connected city.

Our Manchester Principles

- Better lives (it's about people)
- Better lives (it's about people)
- Listening (we listen, learn and respond)
- Recognising strengths of individuals and communities (we start from strengths)
- Working together (we build relationships and create conversations).

This prospectus is designed to give you an overview of the grant fund and tells you what to put into your application. Alongside this prospectus there is guidance with more details on how to answer the questions in the application form.

The OPeNS Fund was developed from a series of business cases, scenario planning and conversations between the Council, Health, Age-Friendly, voluntary and community sector representatives and older people all committed to supporting and promoting good health and wellbeing for older people.

OPeNS Fund

The primary aim of the OPeNs Fund is to increase the health and wellbeing of older people all 12 neighbourhoods of Manchester.

Objectives

Applicants must meet all the objectives of the fund, which are to enable older people:

- To be more socially connected to family, friends, colleagues and neighbours and their local community
- To increase their skills and abilities to help themselves and others
- To make more use of local organisations and amenities, and to engage with residents in their local community of all ages

The objectives can be met by:

1. Group and individual activities that enable and encourage older people to support each other
2. Encouraging and enabling volunteering by older people

Meeting the objectives can be done through a range of activities and volunteering opportunities that treat older people with dignity and respect, helping them to:

- Live independently
- Receive information, advice and guidance in appropriate forms
- Lead healthy lives
- Contribute to their communities
- Influence decisions that affect their lives
- Be safe and secure
- Feel engaged.

Examples of activities

There are many ways you may meet the objectives of the fund. We recognise that Covid-19 places additional barriers and difficulties on the delivery of activities. We welcome applications that seek to provide support and activities following government guidelines and restrictions. For example, potential activities could be delivered online or face to face and could include:

- A range of advice, guidance and support
- Befriending and social/wellbeing activities (e.g. arts, culture, music, film, IT, leisure, exercise, having fun!)
- Social activity at different times of the day
- Creatively bringing people together following the government guidelines, to decrease social isolation and loneliness, creating connections, ensuring people have access to the right support and guidance, and the means for older people to find out what's going on to keep them active and independent in their community.
- Outreach to older people where awareness and access to activity is limited.

Priorities

The key priorities for this fund are older people:

- Over the age of 65
- Living in north Manchester wards
- From black, Asian and ethnic minority (BAME) communities
- Who are lonely and/or isolated.

Applicants must respond to the priorities within their bids and delivery of the activities.

Definitions

Older people: For the purpose of this grant fund, older people are defined as those over 50; however, applicants must describe how the focus on those who are over 65 will be met through the projects and activities being delivered.

Social isolation: For the purpose of this grant fund, social isolation has the Public Health England definition of ‘the inadequate quality and quantity of social relations with other people at the different levels where human interaction takes place (individual, group, community and the larger social environment)’.

Loneliness: For the purpose of this grant fund, loneliness has the Public Health definition of ‘an emotional perception that can be experienced by individuals regardless of the breadth of their social networks’.

Grant amounts

Following a previous funding round, funding currently remains unallocated within 3 of the 12 neighbourhoods. The overall amount available to apply for is £252,070

£94,640 - Ancoats, Clayton and Bradford

£89,180 - Ardwick and Longsight

£68,250 - Fallowfield and Withington

The neighbourhood amounts are fixed and have been worked out using a range of health and social care, population and economic data and intelligence, which has resulted in the weighted allocation amounts across the city.

The funds are for delivery over a period of 18 months.

The focus of the grant fund is on setting up long-term infrastructures (partnerships, networks, support and activity) in each of these neighbourhoods, with a view to securing future investment in the OPeNS Fund.

Owing to the amount of funding available and the aims of this fund, we will only be funding one application for the amount detailed per neighbourhood. Further information is provided in the guidance.

Any funds not allocated in a neighbourhood will not be transferred to other neighbourhoods; the money will remain in the neighbourhood.

What we will and won't fund

This funding is for the delivery of new projects and activities or the extension of current projects and activities that meet the aims and objectives of the fund.

We will fund:

- Items directly relating to the cost of your project and activities, or service enhancements

- Full cost recovery, including staff salaries (delivery staff and/or management costs)
- Training and capacity-building activities
- Food, equipment and resources directly related to the costs of running your project and activities
- Volunteer expenses
- Premises costs
- Costs associated with monitoring and evaluation
- Partnership costs.

We will not fund:

- Costs not related to your project and activities, or service enhancements
- Purchase of vehicles, land or property
- Building renovation/repair costs.

Key requirements

Equal opportunities should be considered right across your application, particularly the impact geography, age, disability, race, gender, sexual orientation, religion and belief can have on older people. For some older people, BAME for example, the impact can be in a number of ways, so the focus should be on the person and how this can be addressed.

Applicants need to:

- Show a high level of links and local connections with organisations and amenities within some or the whole of the neighbourhood for which they are applying.
- Show experience of running activities that help older people to help themselves and each other.
- Show service-user involvement in the organisation, design and delivery of projects, activities and services.
- Show how they are prioritising the engagement of BAME older people. For example, looking at the BAME make up within an area and equality impacts, and then seeking to reflect this in your application using outreach, collaboration, a range of activities, and partnership relationships.
- Show an understanding of the coverage across the neighbourhood and where and how the application will focus its efforts. In some areas of the city there is already a lot of coverage by services, while in others there is not.
- Show the added value over the period of the grant, putting the mechanisms in place to monitor and increase their overall social, environmental and economic benefit.
- Show value for money that the project will deliver against its total contribution to the objectives. Bids will not be assessed against one another, but they will be assessed for unreasonable costs.
- Strong emphasis on both formal and informal partnerships. By formal partnership, we mean that a significant part of the funding goes to a partner through any suitable funding mechanism. Further information on significant funding is in the guidance for the fund.

- Partnership expectations – every lead organisation is expected to work with at least one formal partner unless there are clear reasons not to. This will need to be explained in your application.
- Partnerships will be expected to have an agreement in place that includes (but is not limited to) how they will work together to deliver activities, keep people safe (in terms of health and safety and safeguarding), monitor the work, and pass on funding.
- Lead organisations will be expected to have checked that any partner organisation they are working with is constituted and that they are working towards and/or willing to adopt safeguarding, equality and diversity, risk practices, policies and procedures of the lead organisation.

How to apply

This application process is based on the Manchester City Council standard grant application process, which has been co-designed with the Manchester's voluntary and community sector. Applicants are encouraged to use the guidance provided on how to answer the questions in the application form.

Application forms can be completed online using the Smart Survey link – <https://surveys.manchester.gov.uk/s/OPENS2020/>

Where a lead organisation is intending to work in more than one neighbourhood, a separate application form will need to be completed for each neighbourhood you intend to work in. The maximum amount of applications that can be submitted is three, and you can only apply once in each neighbourhood.

How decisions will be made

All applications will be initially assessed to ensure that they meet the criteria for the grant.

An assessment panel will assess bids and make recommendations on which applications should be funded. This will include the use of criteria that will give weighting to:

- The priority to engage with BAME older people and communities
- Coverage in a neighbourhood, particularly where there are parts of the neighbourhood or communities in that neighbourhood that do not have support.

The final decision on who will receive funding will be made by the Our Manchester Voluntary and Community Sector Programme Board.

The assessment panel will be chaired by a non-voting representative from Macc, the voluntary sector support service (which will be ineligible to apply for funding). The panel will comprise a mix of experienced individuals with relevant expertise and knowledge.

All grant applicants will be notified by email whether their application has been successful, and we will provide written feedback on request.

There will be no appeal process.

Process once decisions have been made

Lead organisations are responsible for undertaking due diligence on partner organisations. As a minimum it is suggested that this covers:

- **Safeguarding** – for anyone who works with people
- **People** – staff and volunteers
- **Equality** and diversity – are you meeting the needs of your ‘customers’?
- **Risk** – how are you managing health and safety and organisational risk?
- **Finance** – how will you manage and monitor how money is used safely?

All organisations named as partners in bids must be constituted.

All formal partners will be expected to take part in the due diligence process pending confirmation of the award of the grant. The OMVCS Programme Team will undertake due diligence of the partnership arrangements

Following completion of the due diligence process, successful applicants will be sent a grant-funding agreement with the terms and conditions for all parties to sign and return, ready to go live!

Ongoing relationship

We want to continue to build the relationship with grant-holders based on a culture of collaboration, open dialogue and trust.

All organisations that receive a grant must agree to:

- Be open, transparent and co-operative
- Complete monitoring and other required forms
- Join in and take an active and constructive part in a small number of key networks relevant to the funding
- Assist with the engagement of Manchester citizens
- Comply with additional requests for information from external evaluators (which will be proportionate to the grant fund).

Monitoring and evaluation

Monitoring will be undertaken by the lead organisation, which will be responsible for the submission of monitoring returns in collaboration with partner organisations.

We expect you to monitor your activities, including keeping records of how many older people have engaged in your activities. You must collect sufficient information to enable you to report on the activities you are delivering and be able to demonstrate the impact those activities are having on older people. We will provide

templates for this monitoring. You must keep financial records demonstrating how you have used the grant funding awarded.

We will use the current OMVCS monitoring process with the inclusion of some additional requirements from MHCC to cover the following areas:

Type of information	Description	Frequency
Activities	What activities have taken place and with how many Manchester citizens	Quarterly
Outcomes	Progress towards outcomes	Quarterly
Volunteering	Number of volunteers and estimates of volunteer hours	Quarterly
Service-user data	Breakdown by gender, age and ward area of all Manchester citizens who have used services within a given period	Quarterly
Additional funding	Description and amounts of additional funding	Quarterly
Finance	Grant expenditure	Quarterly
Support and feedback	Opportunity for groups to identify any support they require and provide feedback regarding the Programme Team/Liaison Officer	Quarterly
Organisational challenges	Challenges that have impacted (positively or negatively) on organisations' ability to deliver services in Manchester	Quarterly
Liaison officer contact with organisations	Feedback on contact with organisations in the form of a visit and/or phone calls	Quarterly
Annual Survey (Two-week snapshot survey carried out once a year at a different period each year)	Agreed 2 week period where organisations capture the following service user and volunteer data gender, age, disability, ethnicity, sexual orientation, caring responsibilities and ward area of all Manchester citizens	Annually

Thank you for your application

We look forward to receiving your application and working with you to help build on an age-friendly city that promotes good health and wellbeing for older people.

For any questions you may have about the fund or if you require any of the documents in another format, e.g. large print, please contact the OMVCS Programme Team at **omfunds@manchester.gov.uk** or by phone on **07866 001 456**.