



## **Warm and Welcoming Spaces Grant Funding Supporting Information**

### **The need for a Warm and Welcoming Space:**

Chesterfield Health and Wellbeing Partnership understands there are increasing concerns that vulnerable residents may find it difficult to heat their homes, and therefore the likely impact on physical and mental health over the up-and-coming months. In response to this we have developed a Warm and Welcoming Spaces initiative. A Warm and Welcoming Space is a free and warm, space for people across Chesterfield who are struggling to heat their homes this winter.

### **Who can apply?**

We want to encourage charities and community venues to apply for this funding.

### **Eligibility criteria:**

Funding is available to voluntary and community organisations that are formally constituted and based in Chesterfield. All applicant groups/organisations must be formally constituted. Formally constituted means you must have a bank account with at least 2 independent signatories, a governing document or list of governing members, a purpose, and a set of rules. All successful applicant groups/organisations must have the appropriate insurance in place for their activities.

### **The pledge:**

All organisations applying to the Warm and Welcoming Spaces Grant Programme need to be able to fulfil the following eligibility criteria.

- Warm and Welcoming Spaces will be inclusive, non-judgmental spaces where everyone can expect to be treated equally, with dignity and respect and receive a warm welcome from staff and volunteers.
- Warm and Welcoming Spaces are heated and may provide basic refreshments such as a warm drink and a biscuit.
- Warm and Welcoming Spaces will be free with no hidden costs to those using them.
- All Warm and Welcoming Spaces will have seating and may have Wi-Fi and power points available.
- All Warm and Welcoming Spaces will follow their own food hygiene procedures (contact your local environmental health team for help and advice)
- Each Warm and Welcoming Space will have their own clear safeguarding and fire safety policies to adhere to.
- All Warm and Welcoming Spaces will aim to run through the winter months.

## **What the funding can pay for?**

Grants will be made available to Voluntary and Community Sector (VCS) organisations and community-led groups in Chesterfield for the creation or improvement of Warm and Welcoming Spaces for local communities. These grants will be a maximum of £1000 and this could be spent on a variety of project costs including:

- Additional energy costs
- Furniture and improvement to facilities
- Additional staffing costs to cover extended hours
- Additional cleaning costs to ensure compliance with health protection guidance
- Activities and refreshments
- Additional activity costs.

Funding available to organisations will depend on the capacity of your venue, the number of hours you can make this space available and the length of time you can offer your Warm Space.

## **Filling in the application form:**

Application forms can be requested to be sent to organisations by email or by post by contacting

Wendy Blunt, Health and Wellbeing Officer, Chesterfield Borough Council 01246 959657 / 07497 999593 [wendy.blunt@chesterfield.gov.uk](mailto:wendy.blunt@chesterfield.gov.uk) or  
Lucy Daly, Service Development Officer, Derbyshire County Council 01629 539156 / 07971373241 [lucy.daly@derbyshire.gov.uk](mailto:lucy.daly@derbyshire.gov.uk) or  
Helen Marples, Service Development Officer, Derbyshire County Council, 07887 625167 [helen.marples@derbyshire.gov.uk](mailto:helen.marples@derbyshire.gov.uk)

Applications can be submitted between 6th November 2024 and 27<sup>th</sup> November 2024.

Only one Warm and Welcoming Space grant is available per organisation. A Warm and Welcoming Spaces Panel will assess all applications submitted and provide a decision on funding within 14 days.

## **Project Approval process and selection criteria:**

- Application form and guidelines issued to organisation
- Application completed and returned by organisation
- Applications will be reviewed against the eligibility criteria as stated above
- Announcement of award of grant to successful bidder
- Warm Spaces provision to commence

**Conditions of grant funding:**

- The grant is available to support a Warm and Welcoming Space provision between 30th November 2024 – 31st March 2025.
- Funding must be used for the specific purpose for which it is granted.
- Funding will be paid in full in advance.
- The Chesterfield Health and Wellbeing Partnership retains the right to reclaim, at any time, all or part of the awarded money if it is not spent for the purpose it was awarded.

**Monitoring and evaluation:**

- Successful organisations receiving the Warm and Welcoming Spaces grant funding will be required to provide monitoring information to the Chesterfield Health and Wellbeing Partnership.
- All organisations receiving grant funding will be required to complete a final report showing the total grant received and how the grant was spent.