Young Black People's Mental Wealth Fund

Step by step application questions and guidance

This document outlines each question on the MATCH application form, how much each question is weighted and how applications are scored. Please note that this is not an application form. All applications must be submitted via our online **application system:**

Apply Here: Young Black People's Mental Wealth fund application link

Stage 1 - Questions

Section 1 – Main contact information		
This section captures information about the organisation's main contact details that will help us to process the application and if funded, issue a funding contract.		
Question No.	**Question**	**Question guidance and tips**
1	**Main Contact's Title**	This is the title of the main contact of the applicant. This should be the best contact for the project, usually the person who will be running the project. (E.g. Mr., Mrs., Ms., Sir, Dr or similar)
2	**Main Contact First Name**	This is the first name of the main contact of the applicant. This should be the best contact for the project, usually the person who will be running the project.
3	**Main Contact's Surname**	This is the surname of the main contact of the applicant. This should be the best contact for the project, usually the person who will be running the project.
4	**Main Contact's Telephone Number**	This is the telephone contact information of the applicant. This should be the best contact for the project, usually the person who will be running the project.
5	**Main Contact's Email Address**	This is the email contact information of the applicant. This should be the best contact for the project, usually the person who will be running the project.

Section 2 – Organisational Details		
This section captures information about the organization that will help us to process the application and if funded, issue a funding contract.		
Question No.	**Question**	**Question guidance and tips**
6	**Your Organisation's Name**	This is the <u>operational or legal</u> name as it appears on your governing documents, bank account, Charity Commission, Companies House or other register.
7	**Legal Name of Your Organisation** (If different)	This is the <u>legal</u> name as it appears on your governing documents, bank account, Charity Commission, Companies House or other register (if different from your operational name). Your legal name must be used as it is what will go onto a funding contract.
8	**Organisation Type:** Please select the option that best matches the organisation or group status.	• Community Interest Company • Community Organisation/Club/Society/Group • Company limited by guarantee • Registered Charity/CIO • Unincorporated / Unregistered association • Other
9	**Registration Number**	This is the registration number of the applicant. This should be the number that appears on your certificate of registration from Charities Commission or Companies house
10	**Date Constituted**	This is the date your organisation was formed in your governing document or formally registered at the Charity Commission or Companies House.
11	**Organisation Address Line 1**	This should match the address on your bank account, Charity Commission, Companies House or other register.
12	**Organisation Address Line 2**	This should match the address on your bank account, Charity Commission, Companies House or other register.
13	**Post code**	This should match the post code for the address on your bank account, Charity Commission, Companies House or other register.

14	**Organisation Telephone Number**	This is the contact telephone number for the applicant. This is the best contact telephone number for the organisation in case we are unable to contact the main contact.
15	**Organisation Email Address**	This is the contact information for the applicant. This is the best contact email address for the organisation in case we are unable to contact the main contact.
16	**Organisation Website Address**	Leave it blank if you don't have a website. Please do not include 'http://'

Section 3 – Project details		
This section captures information about your proposed project that will help us to gain an overview of project you are requesting funding for.		
Question No.	**Question**	**Question guidance and tips**
17	**Project Title**	This is the title of the project that you will fund with the money you are applying for.
18	**What are you going to do?**	Please give a brief description of your project and the activity/activities you intend to deliver. Your answer to this question should help us to understand: • **What** the project will do • **Why** the project is needed and **why** your organisation is well placed to deliver it.
19	**What do you aim to achieve and how will you do this?**	Please give a detailed description of what your project aims to achieve and how you will do this. Your answer to this question should help us to understand: • **How** it aligns with the funding aims of the Fund. • **How** the project will achieve this and how it will be specifically delivered Describe how your project aligns with the chosen funding aim(s), you may wish to speak to any outputs or outcomes that you have identified.

		You may wish to reference more than one of these funding aims in your answer but it is better to align with one strongly than to weakly align to more than one. It can be helpful to think about what success looks like and what tools you might use to demonstrate your success?

Funding Aims

Your project aim **must align** with at least one of the following funding aims:

- Address the obstacles experienced by young black people to having mental wealth.
- Support young black people to achieve resilience and success in their mental wealth.
- Embody an ecological and village approach, rather than an individual one, to supporting the mental wealth of young black people.
- Have a lived experience approach to supporting the mental wealth of young black people.

20	**Amount requested**	This is the total amount of funding you're applying for from the Young Black People's Mental Wealth Fund to deliver the project proposal. The maximum grant amount that can be applied for is £10,000 (for registered organisations) and £3,000 (for Unregistered organisations).
21	**Please state how long the project will run for in months:**	Please provide the total project length (in terms of the number of months) your proposed project will be delivered over. Projects must finish by 31st May 2025. They can start any time prior to this but anticipate most will be able to start during September 2024.

How the application will be scored

Review Basis

The panel will be making a judgement on the following basis:

- The percentage of those benefitting from the service coming from black communities.
- Clarity in the proposal regarding what you they aim to achieve, and how it aligns with the funds aims.
- The evidence of young black people being involved in decision making and delivery of the project. i.e. those with lived experience.
- The projects fit within the wider offer (statutory and VCS), and processes of signposting participants to key organisations.
- Evidence of trust and confidence in your service by young black people.

Assessment Criteria and Scoring Methodology

Each application will be reviewed and scored against the assessment criteria using the scoring mechanism described below. Please note any questions scoring 0 (Zero) will result in the grant application not being considered for grant funding.

The assessment criteria are comprised of 4 scored questions (**Questions 18 to 21**) within the grant application.

Each question will be marked out of 6. It is a minimum requirement that each question should score 2, to be considered for the funding. Grant applications with any question that scores a 0 (Zero) will not progress to the second stage. The questions will have a weighting of the following:

No.	Question	Weighting
18	What are you going to do?	25%
19	What do you aim to achieve and how will you do this?	65%
20 & 21	Amount requested Please state how long the project will run for in months	10%

Scoring and Criteria

Score	Assessment Criteria
6	The response was detailed and well-articulated in all material respects providing strong evidence that the criteria would be met, with no weaknesses or areas of concern with the content
4	The response presented evidence that the criteria would be met, good in many respects but with minor weaknesses or concerns with the content
2	The response provided limited evidence that the criteria would be met, there were major weaknesses or concerns with the content. The response lacked significant detail/or clarity.
0	The response did not provide enough evidence that the criteria would be met; and was wholly unsatisfactory in terms of content. Major weaknesses, issues or omissions were identified. The response was poorly articulated and/or inconsistent.

Question	Insufficient (0)	Weak (2)	Good (4)	Very Good (6)	Weighting
18. What are you going to do?	The answer is unclear and insufficient to form an understanding enough to assess. It is difficult to understand what the project will do, what it will achieve etc. The answer has made no reference to the objectives and how the project works towards these.	Some elements of the answer are unclear and lack detail. It is not entirely clear what the project is or who it is for, or what the need of the project is. The answer has made limited reference to the funding aims, but the link to their project is unclear.	The answer is mainly clear but may slightly fall down on some aspects as there are elements that are not explained such as: why the project is needed and how they know this. The answer makes reference to the funding aim(s) and shows a link with their project which is good, although may be a little tenuous/vague.	This answer is very clear on answering all of the key elements. It gives a good understanding of what the project is, who the beneficiaries are, what the need is and how they know this, and why the organisation is best placed to deliver the project. This answer very clearly shows the link between their project and the funding aim(s), and how it positively contributes to these.	25%

19. What do you aim to achieve and how will you do this?	The answer is unclear. The funding aim(s) align with the project they want to deliver but other points of the answer are not addressed.	The funding aim(s) chosen are aligned with the project that they want to deliver although may not seem entirely appropriate or achievable. They start to address how they will work towards their project aims although this is not addressed fully. What success looks like is not clear, and neither is what tools they will use in order to demonstrate this.	The funding aim(s) chosen are aligned with the project that they want to deliver and seem appropriate and achievable given the project activities. How they will work towards their project aim(s) is described although it may be a little vague. They have begun to outline what success looks like and/or what tools they will use in order to demonstrate this.	The funding aim(s) chosen are clearly aligned with the project that they want to deliver and seem appropriate and achievable given the project activities. How they will work towards their project aim(s) is appropriate and realistic. They have clearly outlined what success looks like and what tools they will use in order to demonstrate this.	65%
20 & 21 Amount requested & **Please state how long the project will run for in months**	The answer provides a totally unrealistic amount for what they are intending to deliver.	The answers provide costs that somewhat unrealistic. Links to the narrative and timeframe are somewhat clear, however further clarity in the narrative would strengthen the project as a whole.	Costs appear realistic for what they are intending to deliver over the project length.	Costs provided are realistic based on the project information provided. There is clearly a link to the narrative, and this enhances the overall clarity of the project.	10%

Total Score

The total score for each application which has not scored a 0 in any of the questions will be the sum of the weighting and response scoring for that application.

Rank and Selection of Fund Applicants

Panel members

The panel members will be reflective of the local demographics of City and Hackney. The panel members will include the following:

2 Young people
2 VCS representatives (with related experience)
1 Health professional (with a broader focus and understanding of mental health)

Tie Breaker

In the event of 2 or more grant applications within the ranking achieving the same total score, the tie breaker will be considered by the assessment panel members using firstly the highest score for 'What are you going to do?' (question 18). If the tie still exists, the highest score of 'What do you aim to achieve and how will you do this?' (question 19). If still tied, each of the tying applications will be voted on by the panel.