**Answer Cancer Fund
Application Guidance**

April 2022

**Summary of the Fund Criteria**

* **Grants of up to £5,000** for Greater Manchester-based VCSE organisations undertaking projects to promote cancer screening amongst priority groups:
	+ LGBTQ+ communities
	+ Disabled people
	+ People who care for others
	+ People experiencing mental health problems

It is recognised that your project application might include other communities or groups of identity, and we value an approach that recognises intersectionality. Your application need NOT focus exclusively on one or more of the priority groups listed above, but it DOES need to demonstrate positive impacts on screening rates in one or more of these priority groups.

* **Delivery Period:** July – November 2022
* There is **no turnover limit** for applicant organisations
* **The closing date for applications:**
12:00 noon on Friday 27th May 2022
* **Decision expected by:** 30th June 2022

The Answer Cancer Fund is managed by Salford CVS on behalf of 10GM

and is supported by the Greater Manchester Health and Social Care Partnership.



**Would your organisation like to help play a part in boosting cancer screening rates in Greater Manchester?**

**Financial support is available to voluntary, community and social enterprise sector organisations who want to undertake projects to promote cancer screening amongst under-represented groups.**

Greater Manchester’s Answer Cancer programme is here to help boost cancer screening rates, especially within communities where take-up is currently low.

Answer Cancer will be working with voluntary, community and social enterprise sector organisations to raise awareness of screening and possible symptoms & causes of cancer. Answer Cancer will support these organisations through training, information sessions and investments.

**The Health Priorities:**

In 2019 Greater
Manchester ranked 12th
out of the 14 regions across England for both bowel & cervical cancer screening, whilst for breast cancer screening it ranked 13th.
**With your help we can Answer Cancer!**

The focus is on three types of cancer:

* Breast cancer
* Cervical cancer
* Bowel cancer

Whilst the NHS currently offers routine screening, take-up rates are low in Greater Manchester.

**The Priority Groups for this round of funding**

For this round of funding, Answer Cancer is prioritising the following groups that have been identified as having low levels of cancer screening:

* The LGBTQ+ community
* Disabled people
* People who care for others
* People experiencing mental health problems

It is recognised that your project application might include other communities or groups of identity, and we value an approach that recognises intersectionality. Your application need NOT focus exclusively on one or more of the priority groups listed above, but it DOES need to demonstrate positive impacts on screening rates in one or more of these priority groups.

**What sort of projects can be funded?**

Evidence from the Answer Cancer programme suggests that organisations that are embedded within communities are well placed to use their ‘trusted voice’ to positively engage with local people on the need for cancer screening. Meaningful engagement with local people may well require a series of activities over an extended period of several months.

**This fund welcomes a wide range of project ideas for reaching out to communities and individuals.** Social media posts or leaflets in community centres may be useful to your approach but on their own are unlikely make a meaningful connection with people.

*So the question to ask is how best can you get the attention of people and influence a positive shift in attitudes to promote cancer screening? This might include:*

* Online or face to face campaigning activities
* Quiz nights
* Sporting events
* Recruiting Champions
* Craft activities
* Video production
* Coffee mornings
* Photo competition
* Making links with faith communities
* Running awareness raising sessions within your community
* Promotional activities in community venues
* And many, many more besides….

**Innovative ideas are very much welcomed!**

**Lead Answer Cancer Champions**

If your organisation receives an investment from the Answer Cancer Fund, you’ll need to recruit at least 5 Lead Answer Cancer Champions to act as advocates in their community over the duration of your project.

**Lead Answer Cancer Champions** are local people committed to increasing cancer screening uptake across Greater Manchester. No prior experience, skills or qualifications are needed, as training and support will be provided.

**Lead Champions must be willing to:**

* take part in a one-hour **induction session**
* attend two short **training sessions** about the Answer Cancer Screening Programme

There are a number of ways that Lead Answer Cancer Champions can get involved in promoting cancer awareness:

* Sharing Answer Cancer’s messages on screening and early detection
* Signing up friends, family and colleagues as Answer Cancer Champions
* Promoting Answer Cancer’s activities and events
* Running stalls, events and other engagement activities on behalf of Answer Cancer
* Creating blogs, vlogs and podcasts, and radio content
* Being creative, having fun and generating enthusiasm for new ideas
* Attending Answer Cancer’s events and training sessions

**What’s the process for applying?**

If your VCSE organisation works with, or supports, any of these 4 priority groups in Greater Manchester, you’re welcome to apply to this round of the Answer Cancer Fund.

**Application** – deadline 12:00 noon on Friday 27th May 2022.

This will require full details of your proposed project and a costed project budget. Applications will then be assessed by a panel who will take final decisions on investments to be awarded.

**Support from the Answer Cancer team** – If you feel you need any advice or guidance in shaping your project, please contact Hannah Stirzaker by email at Hannah.Stirzaker@salfordcvs.co.uk or by phone on 07849 662117.

**Please note:** All organisations receiving an Answer Cancer Grant will be encouraged to sign up to being an Answer Cancer Organisation and to attend a ‘Project Commencement Session’ in July 2022 (remote or in-person – to be confirmed) to become acquainted with the Answer Cancer staff team, understand the aims of the programme and the training available.

**Who can apply?**

Only organisations that meet the criteria below will be eligible to apply:

* This fund is open to Greater Manchester-based voluntary, community or social enterprise (VCSE) sector organisations.
* Of those people being supported through this fund (the beneficiaries) 100% must be Greater Manchester residents.
* Only one application per organisation may be submitted.
* Organisation previously supported by Answer Cancer investments are welcome to apply.

**What policies / other documentation is required?**

All organisations will be expected to have the following policies in place at the time of submitting their application:

1. Health and Safety policy
2. Equality/Diversity Statement or Policy
3. Public Liability Insurance (Cost can be included in budget)
4. Risk assessments (inc. Covid-19 precautions, if applicable to project)
5. Safeguarding Adults policy (if applicable to project activities)
6. Safeguarding Children policy (if applicable to project activities)

**What are the reporting requirements?**

You will be required to submit a short monitoring form on a quarterly basis to show the progress of your project. At the project’s conclusion, you will be required to submit a final report outlining the activities, outcomes and impact that your project has delivered.

**How to apply**

Please submit your full application by email to grants@salfordcvs.co.uk in WORD or PDF format (ideally not as a scanned PDF). Alternatively, they can be posted to: Salford CVS, The Old Town Hall, 5 Irwell Place, Eccles, M30 0FN

**When is the closing date for Full Applications?**

The fund will close for full applicants at **12:00 noon on Friday 27th May 2022**. Late applications will not be considered.

**Any further questions?**

Please contact the Grants Team by phone 0161 787 7795 or email at: grants@salfordcvs.co.uk

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**Completing the Application Form**

About your organisation

**Question 1)** – Please state the name of your organisation.

**Questions 2 & 3)** – Please give **two** contact names, telephone numbers and email addresses.

**Question 4)** – Please restate the name of your organisation.

About your project idea

**Question 5)** – Please indicate the **main priority group** your project will be focused on connecting with. If you think your project will engage with more than one priority group, please select the description that best describes your target group.

**Question 6)** – Please expand on your answer to describe your target group. This is where you can give a fuller explanation in your own words.

*e.g. Men and women with a physical disability* *aged 18–65. Around 10% care for others and 50% live in areas of deprivation.*

**Also,** please explain why your organisation is in a good position to reach the target group(s) you’ve selected.

**Question 7)** – Give your best estimate of the number of individuals you will directly engage with. For example, this is people who have attended an in-person or remote session or been engaged in a conversation about cancer screening. It does not include people that have been emailed or the number of Facebook likes.

**Question 8)** – This section is for you to lay out your plan for the project. It needs to include what you plan to do over the duration of the project. Explain how you will engage with your target group and how frequently. Also, please tell us how will be undertaking the work (staff or volunteers).

Please don’t assume the assessment panel will have prior knowledge of your organisation or your activities.

**Question 9)** – If successful you’ll be required to recruit at least 5 Lead Answer Cancer Champions (see page 6). Please explain how you will gain the commitment and consent from individuals to undertake this role.

**Question 10)** – If your application is successful you’ll need to assess some project outputs and outcomes. Please explain the simple steps you’ll undertake to gather this information.

**Question 11)** – Please indicate when you plan for your project to start and finish. Successful applicants will be notified in late June 2022, so the earliest your project can start is July 2022. All projects will need to complete activity by November 30th 2022.

**Question 12)** – Please tell us in which of the 10 Greater Manchester boroughs your project will operate in terms of direct engagement.

**Question 13)** Please give details of the council wards in which you plan to target your activity. If you don’t know, please write ‘Don’t know’.

Maximising the benefits for Greater Manchester

**Question 14)** – Salford CVS is an accredited Living Wage Funder. This means we support all staffed organisations that pay a minimum wage of at least £9.90 per hour as set by the Living Wage Foundation. We also actively encourage organisations to become an accredited [Living Wage Employer.](https://www.livingwage.org.uk/become-a-living-wage-employer)

If you don’t employ staff, please tick the ‘not applicable’ box (N/A).

**Question 15)** – As member of the Greater Manchester Social Value Network Salford CVS wants to ensure that as much of its grant monies as possible are spent in Greater Manchester, ideally through buying goods and services from local independent businesses or fellow VCSE sector organisations. This helps to support our local economy.

The opposite of this approach is to buy directly from large chains or corporations. Amazon for example has been identified as the [worst company for aggressive tax avoidance](https://www.theguardian.com/business/2019/dec/02/new-study-deems-amazon-worst-for-aggressive-tax-avoidance) which deprives our government of much-needed funds for schools, hospitals, local services etc. If you do feel pressured to occasionally use Amazon, then buy from Amazon Marketplace which supports independent suppliers.

**Question 16)** – Whilst your project may be focused on particular health and wellbeing outcomes, the way you deliver it might deliver wider benefits for the people, economy and environment of Greater Manchester. For example, you might be supporting the engaging people on cancer screening people via a food growing or tree planting project; or you might provide volunteering or training opportunities that boost people’s chance of employment.

About the money

**Question 17)** – Please give an overview of what your project will cost by describing each item. Also break down your calculation so we can see how you’ve arrived at the cost for each item. See some examples below.

Example 1

 **Acceptable:**  Venue hire – 4hrs/wk @ £10ph x 10 weeks = £400

**Not acceptable:**  Venue hire – £400

Example 2

**Acceptable:**  Refreshments @ £1.50/person x 10 people x 10 events = £150

**Not acceptable:**  Refreshments = £150

The item cost figure may be the same as the amount you’re requesting. If you have other sources of money, it may be you’re only looking for a contribution (see the example below):

|  |  |  |  |
| --- | --- | --- | --- |
| **Description of item** | **Breakdown of calculations** | **Full cost** | **Amount requested** |
| Venue Hire | 4hrs/wk @ £10ph x 10 weeks | £400 | £200 |

Therefore, the total cost of the project may be more than the amount you’re requesting from the Answer Cancer Fund. If this is the case, please include the other sources of funding which will support this project and whether the money has been secured or whether an application is pending. Such match funding is desirable but not essential.

Declaration

Please read, complete and return your application to Salford CVS.