



Ageing Better Fund Guidance for applicants

This guide is designed to assist applicants in applying to the Ageing Better Fund. It aims to develop an understanding of who can apply, what for and how to do it. This includes:

1. The application process
2. About the Ageing Better Fund
3. Payment process
4. Filling out the application form: Questions 1-12
5. An example for filling out question 12
6. Further guidance to support your application
7. Contact details

Application process



1. **Start by having a conversation with us!** Our 5 Ageing Better Hubs offer support for citizens in Birmingham who would like to start new activities to help people aged 50 and over become less isolated. All applicants need to contact an Ageing Better Hub in the first instance. You find contact details on the last page of this document.

2. Read this guide

If you have any questions, speak to your Ageing Better Hub.



3. Complete your application form

Don't forget to have signatures from people over 50.



4. Assessing your application

Applications are assessed every month but it can take up to 6 weeks to find out the outcome of your application.



About the Ageing Better Fund

Who can apply?

The Ageing Better Fund is open to groups of people in Birmingham who have new ideas about how to reduce or prevent loneliness and isolation for people aged 50 and over. You don't have to be an established group to apply to the fund. We encourage friends and neighbours of all ages to get together to make a change.



The fund can pay for:

Initial costs up to £2,000 per group and in a six-month period for new activities that older people want but currently don't have access to.

Services including catering, room hire, training and facilitation for activities that will take place within 6 months of the funding being approved.

Goods such as equipment and items needed to start a new activity. Please note that items purchased by the fund belong to BVSC, who manages the fund and your group will have to return these when your activity ends. Please read the Asset Loan Terms and Conditions on our website or speak to your Hub for more information.

What do we ask for in return?

BVSC has received £6million from the Big Lottery Fund to deliver Ageing Better in Birmingham and to test what works to reduce isolation in Birmingham. We ask that successful groups get involved with our evaluation and fill out our questionnaires. That way, we can see what works and influence the way we respond as a society.



Payment process

The Ageing Better Fund does not provide grants and so you will not receive a lump sum for your activities. Instead, BVSC (the organisation that manages the Ageing Better Fund) will buy items or services on your behalf, which will enable you to deliver your activity.



Please note that people who are formally supporting an application cannot also receive payment from the fund for any services provided to that group (it also means that people who work for an organisation cannot support applications where that same organisation will receive payments from the fund. If you are unsure, speak to your Hub or call us on 0121 678 88 27).

Filling out the application form

On the application we ask for your group name and a **main contact person**. The group will need to be based or active in Birmingham. The main contact person should be someone in your group who is willing to be the main contact person for your group and will need to work with us so that we can organise payments for your activity.

Use the below guidance to support your answers to question 1-12 on the application form

Question number

1. Please write a description of the activity you would like to organise. We would like to know what you are planning to do as well as how the idea came about. If you are using volunteers explain what they will be doing.
2. Tell us how this activity is new to your local area or group of people. Please note that the fund cannot pay for existing activities.
3. When would you like to start and finish the activity that you are hoping the fund will pay for? Please note that the fund is set up to help start new activities in your community so it can only cover costs for a maximum period of six months, even if your activity is longer than that.
4. Where is your activity taking place? Please include the postcode of your activity location. If it's more than one place, include all places and a description of why you have chosen to hold the activity across different places under question 1.
5. We know you don't always know what is going to happen and we appreciate that. Please estimate how many isolated older people you think will join your activity. We're not looking for big numbers, but rather that you are realistic in how many people you think will attend.
6. See above, question 5 but think about the total number of people who you think will attend.
7. How are people you are hoping to involve experiencing isolation? Examples might be they are struggling with their mobility, their family members moved away, or another reason.
8. How do you think this activity will make people less isolated in the future? To be successful to the fund, your activity needs to focus on reducing isolation for the people you are mentioning in question 7.
9. How will you keep the social activity going once the fund has paid for the setup costs? What are your plans for the group to continue to meet? Are you asking people for a contribution towards the costs of your activity or continuing to meet in another way? The fund aims to increase social connections for older people so we want to know how you are planning to get people to continue to socialise after this initial activity.
10. You should discuss with your Hub how you plan to collect our Ageing Better questionnaires before you submit your application. Ageing Better is about proving that people in communities



10. have the ability to change things for the better. In order to prevent cuts to activities that hold our communities together, we need to show that what we are doing works. We want to help you to prove your activity works, to ensure you get support to keep your community alive and to give you a voice. Communities make a massive difference tackling isolation, and we want to build evidence to support this.

11. How will you promote your activity to try and reach out to isolated older people who are not already part of your group? We want you to think about where you are planning on promoting it, and why have you chosen those places?

12. Make sure you include all the costs that you want the fund to pay, you won't be able to re-apply for the same activity or increase the amount at a later date. For services costing £500 or more you must provide 2 quotes unless you are using a company from our Preferred Suppliers List (see below). Don't forget to include costs such as marketing or expenses if you need that. You can use an additional sheet to list your requested items if you need to.

Example for question 12:

This is how a fictional group called Ash Road Bookworms would fill this out. They are six neighbours of which 3 are over 50. They plan to organise a weekly book club for three months and are hoping to attract at least seven isolated older people to join once they have started advertising.

What do you need?	How will this be purchased?	COST IN £
<i>15 books @ £5 each (Amazon.co.uk)</i>	Online shop*	75
<i>250 flyers to distribute to neighbouring streets and 10 posters for local meeting points (Printbots)</i>	Invoice**	45
<i>Refreshments: 12 meetings for 13 people @ £3 per person (various local shops)</i>	Reimbursement***	468
TOTAL COST:		£588

***Online shop:** We can purchase items for you online either using Amazon.co.uk or another website. Include the name of the website where you would like us to purchase the items from. Please note that we are unable to buy items from EBay.

****Invoice:** We ask that companies that you would like to use send their invoice to us. If you can't find a company you are confident using, our **Preferred Suppliers List** may be useful to you. It's a list of businesses that have been used by groups before. You can find the list on our website or you can speak to your Hub.

*****Reimbursement:** See the reimbursement process on our website or speak to your Hub.

Continue to next page.



Continued from page 3-4 "Filling out the Application Form",

Group members: To apply to the Ageing Better Fund your group must have at least 3 people in it. Members don't have to be over 50. If you are applying for £200 or more, you need to have at least 4 members.

Signatures: All our applications need signatures from at least three people over 50. If you are applying for over £1,000 you must provide signatures from at least four people. Your application also needs to be signed by your main contact person as well as the supporting Hub.

Further guidance to support your application

There's a few things the Fund can't pay for which are listed below. Please check this list before you apply. If you have questions about any of the below, contact an Ageing Better Hub.

- Costs relating to an existing activity. For example, if your group is meeting regularly at a venue, the fund can't pay for your current venue hire
- Activities that take place before the fund confirms that it will pay for expenses
- Activity costs for more than 6 months
- Activities that take place outside of the UK
- A repeat activity to the same group in the same geographical area
- Items on behalf of another group or organisation: you can only apply for a group you are part of
- Day-to-day running costs of an organization or building (for example utility bills, council tax, rent, insurance)
- Staff costs including salaries of permanent or fixed term staff. We may pay self-employed sessional workers
- Fundraising activities for your organisation or others
- Profit-making or commercial activities
- Items that mainly benefit an individual, for example equipment that is not shared. This can also include specific courses that are level 3 and above
- Personal equipment that is not integral to the delivery of the activity
- Purchase of land, property or refurbishment including routine repairs and maintenance
- Loans or interest payments
- Alcohol
- Gambling
- Contingency costs
- Endowments
- Political or religious activities

The Ageing Better Fund Panel reserves the right to decline funding requests.



Contact details

Carers Hub

Contact the Carers Hub if you wish to organise an activity for older carers

✉ carersAB@birminghamcarershub.org.uk T: 0333 006 9711

LGBT Hub

Contact the LGBT Hub if you wish to organise an activity for older LGBT people:

✉ mariahughes@blgbt.org T: 0121 643 0821

Tyburn Hub

Contact the Tyburn Hub if you wish to organise an activity for older people in Tyburn:

✉ ageing.better@compass-support.org.uk T: 0121 748 8106

Sparkbrook Hub

Contact the Sparkbrook Hub if you wish to organise an activity for older people in Sparkbrook:

✉ nitaab@narthex.org.uk T: 0121 753 1959

City Wide Hub

Contact the City-Wide Hub if you wish to organise an activity for older people anywhere in Birmingham, except for the above localities/themes:

✉ ageingbetter@ageukbirmingham.org.uk T: 0121 437 0033

BVSC

BVSC is leading the Ageing Better in Birmingham programme. If you have general queries about Ageing Better in Birmingham, contact BVSC on the below details:

✉ AgeingBetter@bvsc.org T: 0121 678 88 76

