

## NIHE COVID 19 COMMUNITY SUPPORT FUND APPLICATION FORM

### TIPS ON COMPLETING THE APPLICATION

The NIHE Covid 19 Community Support Fund, open for applications on 21<sup>st</sup> April 2020, aims to offer community organisations emergency funding to deal with emerging issues, affecting Housing Executive communities, as a result of the continuing threat of Covid-19.

- The Fund is open to constituted groups including Housing Community Network Groups, Organisations and Social Enterprises within Housing Executive Communities providing support within Housing Executive areas.
- Awards of up to a maximum of £1500 will be considered for those groups supporting vulnerable people/families within **Housing Executive Communities**
- **\*\*\*The Housing Executive legal remit does not extend to financial support for the purchase of foods or utility costs, therefore awards cannot be made on this basis\*\*\***

The fund will help provide emergency support to those within our communities who have been affected or likely to be affected as a result of the Covid 19 to:

- Provide support and assistance to those considered vulnerable within our communities
- Assist those most vulnerable within our communities stay connected
- Reduce isolation

### What Can be Supported?

Examples include:

- Running costs to provide support e.g. volunteer expenses, connecting households to those services providing groceries, and/or ready-made meals, essential packs etc.
- Remote befriending schemes for those isolated, and in need of support
- Developing online projects and volunteering opportunities to reduce isolation
- Enabling and encouraging isolated people to use and access technology to keep them connected to the outside world.
- Other costs (full details to be provided)

### What cannot be supported?

Examples include (not exhaustive):

- Any action or project that breaches the directive given by the UK Government in relation to self-isolation, social distancing and other measures aimed at delaying the spread of the virus
- Commercial ventures and organisations;
- Large Items of equipment which would be deemed capital, i.e. non-portable, permanent fixtures or vehicles etc.
- Alcohol
- Applications from individuals
- Holiday schemes/projects
- Party political activity
- Salaries
- Personal Protection Equipment
- Gift cards/vouchers

	<b>Aims and Objectives</b>	<b>Application support</b>
Q12	<p><b>Describe your project, its main aims and how they relate to meeting <u>at least one</u> of the objectives in relation to assisting tenants who may face difficulties in relation to coronavirus which are:</b></p> <ul style="list-style-type: none"> <li>• Providing support and assistance to those considered vulnerable within our communities</li> <li>• To assist those most vulnerable within our communities stay connected</li> <li>• To reduce isolation</li> </ul> <p>(Max 250 words)</p>	<p>To help with this question, I have broken it down to smaller questions to help you include the most important information – please note the answer is a maximum of 250 words!</p> <ul style="list-style-type: none"> <li>• Describe your project – what are you proposing to do? Who will it involve and where will it take place? <i>Open your answer with a brief and to-the-point sentence about the project.</i></li> <li>• What is it's main aim? Align this answer with at least one of the objectives they have listed – <ul style="list-style-type: none"> <li>➢ <i>Providing support and assistance to those considered vulnerable within our communities</i></li> <li>➢ <i>To assist those most vulnerable within our communities stay connected</i></li> <li>➢ <i>To reduce isolation</i></li> </ul> </li> <li>• Establishing need - How do you know it's needed? E.g. increased demand for support, word of mouth, social media response etc.</li> </ul>

		<p><i>Please ensure your project does not seek to get people out of their homes and undertake an unnecessary journey. Have a volunteer plan in place to ensure all roles are covered and services are delivered or picked up from the doorsteps.</i></p>
	<p><b>Are there any similar projects in the area? If so, how does your project fit with them?</b></p>	<p>Please list any other similar projects you are aware of in your area – your application may compliment the good work already happening and add value to the delivery of services in your community. For example, a project may already be delivering food parcels, which NIHE cannot fund, and you may link in with this other project to identify those who would need a befriending call or other support such as picking up prescriptions.</p> <p>This shows communities are working together to provide a number of different projects in an area.</p> <p>This application <b>must</b> focus on Housing Executive communities and residents.</p>
<p>Q15</p>	<p><b>Please outline how you will monitor and report on the project</b></p>	<ul style="list-style-type: none"> <li>➤ Record all aspects of project delivery – how many volunteers involved, number of hours they worked, number of homes/residents benefitted</li> <li>➤ Record the positive impact – gather feedback from those involved on their experience and how it has greatly helped them through this difficult time. What would they have done without this support?? Feedback from existing and new volunteers is important too – enables them to become more involved and willing to volunteer in future projects.</li> <li>➤ Share good practise to other organisations who could do similar work in their areas – remember we are all in it together!</li> <li>➤ Adapt as you go along / be flexible – if something isn't working in the project, step back and assess, how can this be done differently – seek feedback and take constructive criticism on board.</li> </ul>

	<p>Project ideas -</p> <ul style="list-style-type: none"> <li>➤ Befriending service – phone call or video – this may involve supporting residents to get online and providing resources</li> <li>➤ Intergenerational activities – involve young people in creating a letter, a card or making up a plant pot for the elderly/vulnerable people in the community. Check in with this elderly person once a week – use video calling where possible.</li> <li>➤ Essential packs such as cleaning products, hand wash, gloves etc.</li> <li>➤ Increasing mental health through providing colouring in books, wool for knitting, patterns and materials for crochet etc.</li> <li>➤ Virtual learning – tutor provide lessons /activities for all ages</li> <li>➤ Virtual exercise – facilitators to provide via video conferencing (armchair exercises for the elderly)</li> </ul>
	<p><b>Don't forget to attach your organisations supporting documents –</b></p> <ul style="list-style-type: none"> <li>• Constitution</li> <li>• List of Management Committee members and/or Directors</li> <li>• Vulnerable Adults Policy</li> <li>• Child Protection Policy (where relevant)</li> <li>• Recent bank statement</li> <li>• Signed Copy of Volunteer Guidelines</li> </ul>
	<p><b>Finally, check your work. Does your application do the following?</b></p> <ul style="list-style-type: none"> <li>• Demonstrate the need for your project</li> <li>• Show that your project is well planned</li> <li>• Accurately cost your project</li> <li>• Provide evidence of good management</li> <li>• Illustrate how the project will make a difference</li> <li>• Look good – presentation counts!</li> </ul>
	<p><b>For more information please contact <a href="mailto:CovidCommunitySupport@nihe.gov.uk">CovidCommunitySupport@nihe.gov.uk</a></b></p>