

Abingdon Caldecott Health and Wellbeing Grant Scheme 2026 – Guidance

How much can groups apply for?

Projects funded must support community-led activities that aim to improve health, wellbeing, connection, and inclusion for residents in Abingdon Caldecott, while helping to reduce health inequalities, and supporting local health and wellbeing priorities.

Awards available are:

- Between £250 to £4,000 for individual **constituted** not-for-profit groups/organisations.
- Up to £7,000 for **joint applications*** between two or more not-for-profit groups/ organisations with the lead organisation being a **constituted** group, with at least three non-related members, a registered charity, or a not-for-profit company registered at Companies House (such as a company limited by guarantee or Community Interest Company)

**For the avoidance of doubt, if an organisation is part of a joint application, they cannot apply as a single organisation as well. We recommend that joint applicants contact us prior to submission to ensure they are eligible for a joint award.*

Who is eligible?

To apply, organisations must:

- Be delivering services or projects within the Abingdon Caldecott ward or for Abingdon Caldecott residents.
- Hold (or be supported by a partner with) a bank account in the organisation's name.
- Where necessary, hold appropriate insurance (see standard grant conditions).

Eligible applicants include:

- Constituted and un-constituted not-for-profit community and voluntary groups, community interest organisations, and registered charities.
- Un-constituted not-for-profit community and voluntary groups can apply when in collaboration with a constituted group.
- Partnerships or collaborations involving multiple local groups, including the Abingdon Town Council.

- Organisations delivering community-led health and wellbeing projects that benefit residents of Abingdon Caldecott.

Who is not eligible?

- Other local authorities, (for example Oxfordshire County Council) unless they are part of a collaboration with other organisations.
- Individuals.
- Profit-based businesses (private businesses).
- Political parties and lobbying groups.
- Religious bodies where the monies will be used for religious purposes or religious buildings.
- Groups whose project will not predominantly support residents in Abingdon Caldecott.
- Nationwide organisations (except where they have a local constitution and/or local bank account. We may also make exceptions if a project clearly relates to a local hub/branch of the organisation).

Please note that these lists are not exhaustive, and the council's decision is final.

What can the scheme fund?

Categories this grant can fund include, but are not limited to:

- Activities, events, or workshops that promote health, wellbeing, and social connection.
- Projects addressing mental health, physical activity, physical health, and social isolation and integration.
- Equipment or resources enabling delivery of community-led wellbeing initiatives.
- Reasonable staff, volunteer, or venue costs directly associated with project delivery. Please note that ongoing core costs/salaries are not eligible costs to this grant scheme.
- Capacity-building or training that strengthens local assets or skills.
- Small capital items where essential for project success.

Activities not listed above or covered in the 'what we will not fund' section should be discussed with officers **before** a submission is made to ensure they are eligible.

What can't the scheme fund?

- Retrospective expenditure incurred before an award decision has been made.
- Ongoing core costs, salaries, or premises unrelated to the project.
- Statutory activities/requirements that either the council or another public-sector organisation is responsible for delivering.
- Projects that specifically benefit private businesses.
- Political activities, lobbying or campaigning.
- Loan payments.
- We will not be able to fund your project if the value of the application together with other received funds received from the council exceed the total project costs.

What is the application process?

Organisations must apply using the council's online grants management system ('the system'), accessible from our www.whitehorsedc.gov.uk/grants during the opening window.

Opening and closing dates will be published online and through engagement channels once confirmed. Each application period will open for at least six weeks. No applications will be accepted after the advertised closing date.

The first round of funding under this policy will be delivered during 2026. Subject to available funding, further rounds may be delivered during this period and beyond.

As part of the application, groups will have to provide the following information/documents:

- The name and contact details of the group/organisation(s) applying.
- A formal constitution or similar governing document (if available).
- A copy of the most recent accounts and/or a detailed working budget or financial plan for new organisations (if available).
- A description of the project, its aims, and spend plan.
- Details of how the project spend will be monitored and due diligence carried out.
- The latest bank statement in the organisations name who is applying – no more than 2 months old.

- Long-term plans and sustainability for the funded project after this grant has been spent.
- Confirmation that if awarded the funds will be spent within 12 months of the date of the award.
- Confirmation that if awarded, the successful organisation will submit a final project monitoring return within one month of the end of the project.

Applications will be reviewed by the Community Health Development Officer (CHDO) and other officers in the Community Hub team for eligibility and award recommendations before decisions are made by the Head of Communities (or delegated officer).

Officers will check the eligibility of the application (including undertaking additional checks if required) and liaise with the applicant, if necessary, to establish eligibility.

If an application is not eligible officers will contact the applicant to discuss the issues and offer advice to improve the application for resubmission. If the issues cannot be overcome, they will reject the application and notify the applicant accordingly.

The council aims to reach a decision within four weeks of the grant scheme closing.

Officers will record the outcome of all applications on the grants system and notify applicants of the decision, whether successful or unsuccessful.

Successful applicants must sign and return an online acceptance form confirming they will meet our conditions and give the bank details for their organisation.

On receipt of the online acceptance form the grant payment will be made. All payments must be made by BACs to an account in the name of the organisation making the application.

Where a collaborative grant application is successful, the applicants must nominate a lead organisation who will receive and distribute the funds and submit the final project monitoring report.

What monitoring information will be required from grant recipients?

All funded groups will need to:

- Submit an end-of-project report using the district council's template.
- Provide a 6-month progress update for projects lasting more than six months.
- Ensure timely return of any ad hoc request for information to the district council during the grant period.
- Include anonymised data showing:

- Number and demographics of beneficiaries
- Impact on health and wellbeing
- Testimonials, quotes, case studies, and photographs (with consent) where available.
- Actual spend against budget.

Monitoring data may be shared with Oxfordshire County Council, the South Abingdon Partnership, and relevant health system partners to inform wider evaluation.

In addition to written monitoring, funded groups are encouraged to **liaise directly with the Community Health Development Officer** throughout their project. The officer may:

- Visit projects, activities, and focus groups or events to understand impact and gather learning.
- Provide support, connection, and signposting where helpful.
- Help connect groups to each other by sharing what's working well across Abingdon Caldecott.

This helps ensure projects are supported in real time and that learning is captured across the local community.

If an applicant does not submit monitoring information or engage with reasonable follow-up, they risk needing to repay some or all of the grant, and/or not being allowed to apply again for future grants.

What are the standard grant conditions?

- Funds must be used only for the approved project outlined in the application.
- Expenditure must be completed within 12 months of award.
- Recipient must keep a financial record of grant spending and retain all receipts and invoices which may be requested from the council for audit purposes.
- All applicants must have appropriate policies in place for:
 - Safeguarding (children, young people, and vulnerable adults), including DBS checks for projects involving direct contact with vulnerable individuals.
 - Health and safety, including risk assessments.
 - Equality, diversity and inclusion.

- Data protection and confidentiality.
- All applicants must hold relevant insurance, including:
 - Public Liability Insurance (minimum £5 million).
 - Employers' Liability Insurance (minimum £10 million).
- Recipients must submit monitoring information and engage with reasonable follow-up requests from the Community Health Development Officer (CHDO).
- The council's support must be acknowledged in any publicity and communications of the project. Please contact us at communications@southandvale.gov.uk for advice.
- Organisations/groups acknowledge that the council accepts no responsibility or liability for the services/activities delivered with the funding now, or in the future.
- Organisations must declare if they have received Minimal Financial Assistance (MFA) from public authorities (inclusive of their application to this scheme) in excess of £315,000 in the current and previous two financial years, in line with the Subsidy Control Act 2022. Evidence must be provided if requested by the Council.
- The grant will only be paid upon receipt of a completed and signed online acceptance form.
- Any unspent funds must be returned to the council unless otherwise agreed.
- The council reserves the right to withhold or recover funding if terms are breached.

Have a question?

If you have any questions about the scheme or your application, please contact:

communityconnectors@southandvale.gov.uk