



Department  
of Health



Public Health  
England

**NHS**  
*England*

# VCSE Health and Wellbeing Alliance 2017-18

Information pack for voluntary, community and  
social enterprise (VCSE) sector organisations

December 2016

<b>Title: VCSE Health and Wellbeing Alliance: information pack for voluntary, community and social enterprise (VCSE) sector organisations</b>
<b>Author: Community Care/Community, Mental Health and 7 Day Services/Voluntary Sector Engagement Team / 33110</b>
<b>Document Purpose:</b> <b>Guidance for application process</b>
<b>Publication date:</b> December 2016
<b>Target audience:</b> Voluntary, community and social enterprise sector organisations
<b>Contact details:</b> Email: <a href="mailto:HWAlliance@dh.gsi.gov.uk">HWAlliance@dh.gsi.gov.uk</a> Tel: 0113 254 5450

You may re-use the text of this document (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, visit [www.nationalarchives.gov.uk/doc/open-government-licence/](http://www.nationalarchives.gov.uk/doc/open-government-licence/)

© Crown copyright

Published to gov.uk, in PDF format only.

[www.gov.uk/dh](http://www.gov.uk/dh)

# VCSE Health and Wellbeing Alliance

Information for voluntary, community and social enterprise (VCSE) organisations

**Prepared by the DH Voluntary Sector Engagement Team in partnership with NHS England and Public Health England**

# Contents

Contents .....	4
Executive Summary .....	5
Our priorities .....	6
VCSE Health and Wellbeing Programme.....	7
VCSE Health and Wellbeing Alliance .....	9
Aim of the Alliance .....	9
Representation.....	9
The role .....	10
Funding .....	11
Application process .....	12
Eligibility.....	12
Assessment criteria .....	12
How to apply.....	14
What makes a good application?.....	14
How do I apply? .....	14
What supporting information do I need to supply?.....	14
Notification of decisions.....	15
Appeals .....	15
Summary of conditions of the award .....	17
Monitoring and Reporting.....	17
Other issues to consider.....	18
Useful publications and websites.....	19
Annex 1.....	20
Section 64 eligibility criteria .....	20

# Executive Summary

The Department of Health and its system partners, Public Health England and NHS England, continue to value the important contribution that voluntary, community and social enterprise (VCSE) organisations make towards improving health and care and see the sector as key to delivering our priorities and improving health and wellbeing.

[The VCSE Review](#) sought to ensure that the way that funding is distributed to the VCSE sector achieves maximum impact. The final report was published in May 2016 and recommended that the existing Voluntary Sector Investment Programme (VSIP) – which includes the Strategic Partner Programme, the Innovation, Excellence and Strategic Development (IESD) grant fund and the Health and Social Care Volunteering Fund (HSCVF) – be reshaped.

This new VCSE Health and Wellbeing Programme will continue to include a national partnership arrangement. To be called the VCSE Health and Wellbeing Alliance (the Alliance), the new programme will build on the successes of the previous Strategic Partner Programme but be more closely aligned to the national priorities of the system partners with a particular focus on promoting equality and reducing health inequalities.

This document provides VCSE organisations with information about the Alliance for 2017-18. In particular, it provides organisations with information to help them decide if becoming a member of the Alliance is applicable to their organisation. It details the outcomes and activities that the Department of Health, NHS England and Public Health England (the system partners) are seeking to invest in through this relationship with VCSE organisations for 2017-18 and the criteria that will be used for assessing applications. A timetable is provided for the whole process from application through to decision.

All awards from April 2017 onwards are subject to the approval of budgets as part of business planning for 2017-18 by the Department of Health (DH). We are heading into a period of reduced resources and all budgets are subject to close scrutiny. The launch of this scheme does not commit DH to the funding of any grant awards from April 2017.

# Our priorities

The Alliance will support the delivery of the system partner's priorities, particularly focusing on improving equality and reducing health inequalities. The Shared Delivery Plan describes the Department of Health and its agencies' objectives for 2015-2020. These are:

- Improving out-of-hospital care
- Creating the safest, highest quality healthcare services
- Maintaining and improving performance against core standards whilst achieving financial balance
- Improving efficiency and productivity of the health and care system
- Preventing ill health and supporting people to live healthier lives
- Supporting research, innovation and growth
- Enabling people and communities to make decisions about their own health and care
- Building and developing the workforce
- Improving services through the use of digital technology, information and transparency
- Delivering efficiently: supporting the system more efficiently

Further detail is available [here](#).

In 2014 the NHS came together to produce the [Five Year Forward View](#), which sets out an overwhelming consensus on the need for change, and a shared ambition for the future. Chapter 2 of the Five Year Forward View in particular sets out a new relationship with people and communities and the new Alliance will be a critical component in realising this ambition.

Public Health England (PHE) published its [Strategic Plan](#) in 2016. The plan sets out how the organisation intends to protect and improve the public's health and reduce inequalities over the next 4 years. The Plan builds on the Shared Delivery Plan, the Five Year Forward View, and [From Evidence into Action](#).

# VCSE Health and Wellbeing Programme

## Background

The Department of Health has a long history of supporting charities, community, and voluntary organisations, and volunteering, through grant funding.

Established in 2008, the Voluntary Sector Investment Programme was a cross-cutting, competed VCSE grants programme, focussed on allowing organisations to realise their potential, build capacity and capability, develop services and provide innovative solutions that could be rolled out. It was initially developed for the Department of Health to work in partnership with the sector, with NHS England and Public Health England (the system partners) joining the programme following the health reforms in 2013. There were three main funding schemes within the programme:

- The Innovation, Excellence and Strategic Development Fund (IESD)
- The Health and Social Care Volunteering Fund (HSCVF)
- The Strategic Partner Programme

Since the programme was established, there have been a number of changes, both in terms of the commissioning landscape and also in the sector and how it works with statutory agencies. Through the VCSE Investment Review, we worked with system partners, other funding agencies, and representatives from the VCSE sector to ensure that the way in which funding is distributed to the sector and the influence that we, as system partners, have over the health and care system, achieves maximum impact.

The final report of the review recommended that the three current strands of the VSIP (central grant funds [IESD and HSCVF] and Strategic Partner Programme) are unified into one health and wellbeing programme, with project funding and partnership elements. With this in mind, we have reshaped the programme with the support of an oversight group comprising representatives from the three system partners and VCSE organisations.

## The new VCSE Health and Wellbeing Programme

The new VCSE Health and Wellbeing Programme will be the place where the DH, NHS England and Public Health England work together with VCSE organisations to drive transformation of health and care systems to promote equality and address health inequalities and help people, families and communities to achieve and maintain wellbeing. The objectives of the programme are to:

- Encourage co-production in the creation of person-centred, community-based health and care which promotes equality for all;
- Enable the voice of people with lived experience and those experiencing health inequalities to inform national policy making and shape the delivery of services;

## VCSE Health and Wellbeing Alliance

- Build evidence of sustainable, scalable solutions to mitigate and prevent inequalities impacting on health and wellbeing of communities.

The programme will seek to achieve its objectives through two co-dependent funded mechanisms:

- A national partnership arrangement: the VCSE Health and Wellbeing Alliance;
- Funding for bespoke projects: the VCSE Health and Wellbeing Fund

This application pack provides more information about the Health and Wellbeing Alliance (the Alliance) and how organisations can apply to be part of it.

The VCSE Health and Wellbeing Fund will replace the existing IESD and HSCVF schemes. The aim of this component of the programme will be to promote equalities and reduce health inequalities by building the evidence base about good practice, sharing lessons and widening adoption of interventions with a proven track record. The Fund will focus on one specific theme each year in order to improve our ability to measure the impact of the investment. We expect that we will be in a position to provide more detail about this and launch the application process early in the new financial year. Organisations who become members of the Alliance will not be exempt from applying to do projects under the new Health and Wellbeing Fund.



# VCSE Health and Wellbeing Alliance

## Aim of the Alliance

The aim of the VCSE Health and Wellbeing Alliance will be to support the overall purpose of the programme by facilitating integrated working between the voluntary and statutory sectors to promote equality and reduce health inequalities. It will seek to continue to build on the productive and transparent relationships between system partner organisations and the VCSE sector, bringing the sector's voice and expertise into national policy making.

The Alliance will ensure that:

- System partners are able to engage with VCSE organisations in developing new ideas, options, initiatives and products. This includes:
  - Opportunities for longer-term engagement and co-production to support the delivery of programmes
  - More rapid consultation and feedback from the sector
- System partners' work has access to the true 'voice' of communities and group through the support of VCSE organisations and their networks.
- There is a two-way flow of information that allows:
  - The voluntary sector to communicate upwards about challenges and opportunities relating to system priorities on equalities and health inequalities; and
  - System partners to communicate messages through the VCSE sector, including on opportunities and requests for further engagement, consultation and partnership
- System partners are able to hear 'collective views' on behalf of the VCSE sector, to feed into strategic or system issues.

## Representation

To ensure that the Alliance members cover the breadth of the VCSE sector but considering the limited funding available, we will aim to ensure that the Alliance covers a range of groups. Particular focus will be given to ensuring that members help to address the needs of those who are most disadvantaged and excluded, and therefore for the Alliance as a whole to represent the following:

- All of the equalities protected groups<sup>1</sup>
- Groups facing the most significant health inequalities<sup>2</sup>

---

<sup>1</sup> According to the Equality Act (2010), these are: age; disability, gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation;

<sup>2</sup> Here, we are particularly - although not exclusively - aiming to achieve representation from the groups identified through the Inclusion Health Evidence Pack (2010): the unemployed; offenders; care leavers; problematic drug users; people with mental health conditions; the older old (80+); people with physical disabilities; carers; the homeless; people with learning disabilities; refugees; failed asylum seekers; Gypsies, Travellers and Roma; and sex workers

- The breadth of VCSE providers and infrastructure organisations

## The role

The core work of the Alliance members will involve:

- Ensuring the VCSE sector are aware of key developments within health and care, and are able to respond appropriately;
- Cascading important health and public health announcements and messages to key networks and communities;
- Facilitating input from the VCSE sector on different aspects of policy;
- Gathering intelligence from the sector, sharing emerging evidence, for instance on;
  - areas of good practice and effective interventions to prevent or improve health inequalities
  - trends or areas of concern from the VCSE sector to ensure that these are escalated as appropriate
- Undertaking regular engagement with policy colleagues, particularly the equalities and health inequalities teams, across system partner organisations;
- Engaging with policy teams, supporting the development of any new policy by providing insight and advice on behalf of the wider networks
- Supporting the system to maximise the transfer of learning from the projects delivered through the Health and Wellbeing Fund

Additional work will then be identified throughout the year. In the main, this work will be determined by policy colleagues across system partner organisations, and relevant Alliance members will be able to bid to deliver the individual pieces of work. This might include the following types of work:

- Creating guidance on specific policy issues
- Convening events to involve the wider VCSE sector in the development of new policy or programme areas
- Providing additional bespoke support to projects funded through the Health and Wellbeing Fund
- Evidence gathering
- Design of products to support adoption of policy initiatives
- Developing a VCSE support offer to emerging national priority programmes e.g. Sustainability and Transformation Plans, vanguards etc.

## Funding

For the 'core work' described above, the Alliance members will receive a baseline allocation. Organisations are invited to bid for funding of between £0 and £60,000 for this work, with full justification, to cover the cost of Alliance membership.

This allocation will be issued via a grant agreement, made using powers provided by Section 64 of the Health Services and Public Health Act 1968 that give the Secretary of State for Health the power to make grants or loans to certain voluntary organisations in England whose activities support the Department of Health's policy priorities or who are delivering health and social care services. Such organisations must meet the legal requirements of section 64 of the Health Services and Public Health Act 1968.

VAT is not payable on these grants as they are generally considered out of scope of VAT as the grant giver (the Department) does not receive direct benefit from the grant. The Department of Health cannot advise a grant recipient on whether the activities they will be carrying out with the grant are subject to VAT - the organisation will need to discuss this with HMRC themselves. It could be that while the income (i.e. the grant) is outside the scope of VAT, the activities they are providing may be within scope. If you need to pay VAT on any aspects of the work and it is not recoverable you should include this in the initial costings.

As this is the first year of the new programme we want to make sure the model achieves the aims and objectives of the programme. Therefore, in the first instance the agreements will be for one financial year, although we intend to explore the possibility of longer-term agreements for future years.

Funding for additional work that is to be identified throughout the year, will be agreed as the work is scoped and will either be issued via a grant or a contract agreement, depending on which is most appropriate. It should be noted that there is no guarantee that work of this nature will be allocated to all of the Alliance members, so the only guaranteed income to successful members is the baseline allocation for core work.

# Application process

## Eligibility

In order to apply, your organisation must:

- Meet the conditions set out in Section 64 of the Health Services and Public Health Act 1968 to be eligible to receive a grant under for the Alliance. A summary of the legal criteria in Section 64 is set out in Annex 1
- Work in England. There are separate arrangements for Scotland, Wales and Northern Ireland.
- Be not for profit, and:
  - incorporated (this would be a company limited by guarantee and registered with companies house OR a community interest company OR a co-operative or industrial and provident society OR a social enterprise); or
  - have charitable status (registered with the Charity Commission).
- Have an equal opportunities policy
- Have a health and safety policy

## Assessment criteria

In your responses to the questions in the application form, we would like to see evidence of how you meet, or have the capability to meet, the following criteria.

### Essential

Applicants must be able to demonstrate:

- That they can amplify the needs or views of one or more of the following:
  - People with protected characteristics under the Equality Act 2010;
  - People who experience the most significant health inequalities
  - Specific types of voluntary sector organisations, such as providers or infrastructures organisations

If you feel your organisation should be considered for this programme based on the objectives and role outlined in this pack, but you do not meet the criteria listed above we would expect you to:

- Provide strong evidence provided about why there is a need for representation and membership on behalf of this/these communities; and
- explain how your membership will therefore support the Alliance to achieve its aims and objectives
- Evidence of breadth and depth of reach to VCSE groups, organisations and the communities that they are there to serve throughout England
- Experience of co-production or strong partnership working

## Application process

- Ability and capacity to gather and synthesise the views and feedback (voice) of a significant number of those people and/or communities it works with, and to share with appropriate audiences.
- An established structure (or the means to establish one) for regular dissemination of key information to a significant number of people/ communities it represents.
- Capability and expertise to strategically consider and advise on how wider-system priorities, emerging issues and policies may impact on equality and health inequalities
- That they have the capacity and capability to take on specific pieces of work to respond to system partner requirements (as part of Alliance members' 'additional work')
- Specific expertise and strength in health, public health, well-being and care relevant to the community that you work with (where relevant)

## Desirable

Where possible, we would also like applicants to be able to demonstrate some of the following. These are not essential criteria, but the ability to demonstrate any of them will strengthen your application:

- Understanding of national Government ways of working, or experience of coproduction with national Government
- A demonstrable track record of enabling service users, local communities and 'seldom heard voices' to have their experience and issues articulated at national level
- An understanding of some of the key approaches to reduce health inequalities and improve population health, such as an understanding of the importance of improving the underlying causes and wider determinants of health and wellbeing in localities, across the life course (e.g. poor housing)

## Process

Applications to the Alliance follow a single stage process. Applicants are required to complete the application form published alongside this information pack and provide all the supporting information outlined on page 14 of this pack.

The assessment process will be conducted by a panel made up of representatives from each of the system partner organisations. We will also include impartial VCSE organisations in this process. Any applications that are sent outside the Department will be accompanied by a reminder that they are confidential and should not be discussed with others.

The panel will assess applications against the criteria set out above. We may wish to discuss your proposal in more detail using an approach similar to that of a 'competitive dialogue' situation to more clearly understand the options available.

# How to apply

## What makes a good application?

A good application:

- is concise
- is relevant to and addresses the requirements of the Alliance;
- is clear about how the organisation will contribute to system partners' strategic objectives and priorities;
- meets all of the essential criteria, providing evidence where appropriate.

## How do I apply?

You will need to complete the attached application form and submit this, together with the supporting information listed below, by email to [HWAlliance@dh.gsi.gov.uk](mailto:HWAlliance@dh.gsi.gov.uk). Please contact us if this is likely to cause a problem for your organisation. The closing date for application is **noon on 22 February 2017**.

## What supporting information do I need to supply?

You will need to provide:

- Your last years' annual report and final accounts
- Confirmation that your organisation has equal opportunities and health & safety policies
- Staffing structure for the organisation and project
- Your organisation's Business Plan, including financial forecasts for 2017-18
- Copy of Memorandum and Articles of Association or constitution / governing document
- Any evidence requested against specific criteria
- A budget plan, including a breakdown of costs
- References to support your reach into the sector

In addition, for partnership or consortia applications you would need to provide:

- Details of the partnership or consortia arrangements
- Confirmation from each organisation involved of their commitment to and role in the partnership / consortia
- Details of which organisation would be acting as the lead or accountable body

Please note that any information that you provide is subject to FOI.

## How to apply

## Notification of decisions

Decisions will be sent by e-mail to the address on your application form. We aim to send out all notifications by the end of March. If you have not received notification by then please contact us.

## Appeals

The VCSE Health and Wellbeing Alliance is a discretionary scheme and there is no appeal process on decisions made by Ministers.

However, we do recognise that, on occasions, applicants may feel that the application process has not been followed correctly and wish to raise a concern. We treat these requests as complaints and use our complaints procedure. The first stage is 'Informal Resolution' where your initial complaint would be handled by the Voluntary Sector Engagement Team. If you are unhappy with their response you can make a formal complaint to the Voluntary Sector Investment Programme Manager and they will investigate and get back to you with their findings:

Voluntary Sector Investment Programme Manager  
Grants Hub  
2N14 Quarry House  
Quarry Hill  
Leeds  
LS2 7UE

If you are unhappy with this response then you can take this further within the Department's complaints procedure by writing to the Complaints Manager:

Ministerial Correspondence and Public Enquiries  
Department of Health  
Richmond House  
79 Whitehall  
London  
SW1A 2NS

This is a summary of our complaints procedure and full details are available [here](#).

## Timeline

14 December 2016                      Advertise and invite applications. 10 week application window

## VCSE Health and Wellbeing Alliance

22 February 2017 (12.00) Closing date for applications

Mid-March Applicants notified of the outcome of their application

April Final arrangements in place and programme commences delivery



# Summary of conditions of the award

If you are successful you will be sent a grant agreement letter, which will reflect principles outlined in the Compact funding and procurement code, detailing the full terms and conditions of the grant. Some of the terms you may wish to know in advance are:

- The terms and conditions must be accepted by a board member - Trustee or Director – or the Chair of the management committee if you are an unincorporated association.
- Grants are restricted funds.
- The grant is recoverable if you do not use it for the purposes intended.
- The grant may not be passed to a third party.
- There is no commitment to any funding after the agreed term of the grant.
- The grant must be identified in your accounts as being from the Department of Health.

If successful a Trustee or Director will be asked to sign a statement of grant useage which will confirm that the grant will not be used to fund the following activities:

- paid for lobbying, i.e. using grant funds to fund lobbying (via an external firm or in-house staff) in order to undertake activities intended to influence or attempt to influence Parliament, Government or political activity; or attempting to influence legislative or regulatory action;
- using grant funds to directly enable one part of government to challenge another on topics unrelated to the agreed purpose of the grant;
- using grant funding to petition for additional funding;
- expenses such as for entertaining, specifically aimed at exerting undue influence to change government policy; input VAT reclaimable by the grant recipient from HMRC; and
- payments for activities of a political or exclusively religious nature

## Monitoring and Reporting

There will be some minimum reporting requirements identified for the core work element, which will be standardised across each of the Alliance members. Successful organisations will need to agree to these monitoring and reporting arrangements at the outset. Organisations who do not meet these requirements may risk having future grant payments withheld.

The additional pieces of work identified through this scheme will also be subject to monitoring and reporting arrangements. These may well be different to the reporting requirements for the core work, but will be set out as the additional work is identified.

## Other issues to consider

You will not be able to use the system partner logo on any material produced through a grant from the Fund. You can use 'Produced with funding support from the Department of Health, NHS England or Public Health England' or similar. The statement should not imply that the Department of Health, NHS England or Public Health England has quality assured the product or endorses the product. If you are a member of the Information Accreditation Scheme you will be able to use their logo to indicate membership of the scheme.

## Useful publications and websites

- Department of Health

<https://www.gov.uk/government/organisations/department-of-health>

- NHS England

<https://www.england.nhs.uk/>

- Public Health England

<https://www.gov.uk/government/organisations/public-health-england>

- NHS Outcomes Framework 2016 to 2017

<https://www.gov.uk/government/publications/nhs-outcomes-framework-2016-to-2017>

- Public Health Outcomes Framework 2016 to 2019

<https://www.gov.uk/government/publications/public-health-outcomes-framework-2016-to-2019>

- Shared Delivery Plan

<https://www.gov.uk/government/publications/department-of-health-shared-delivery-plan-2015-to-2020>

- Five Year Forward View

<https://www.england.nhs.uk/ourwork/futurenhs/>

- Compact Voice – Publications

<http://www.compactvoice.org.uk/resources/publications>

- Department of Health Equality Objectives 2012-16

<http://www.dh.gov.uk/health/2012/04/equality-objectives-2012-16/>

You can download other relevant publications from

<https://www.gov.uk/government/publications?departments%5B%5D=department-of-health>

Please check the DH website regularly for updates and forthcoming publications.

# Annex 1

## Section 64 eligibility criteria

The following is a summary of the criteria set out in Section 64 of the Health Services and Public Health Act 1968

In order to be eligible to apply to be part of the Alliance, your organisation must be carrying out activities that involve "... providing a service similar to a service provided by the National Health Service or by local authority social services, promoting, publicising or providing advice to do with providing either a national health or local authority social service or a similar service".

A 'relevant service' is defined in the 1968 Act and means, "a service which must or may, under relevant law, be provided or arranged by the Secretary of State or a number of other public authorities". Or, it is a service a primary care trust or other health service body under Part 2 of the National Health Service Act 2006 are under a duty to make arrangements to provide.

A 'voluntary organisation' is defined in Section 64 of the 'Health Services and Public Health Act 1968 as "... an organisation which carries out activities but not for profit, but does not include any public or local authority".

The Act gives the Secretary of State for Health the power to award grants to not for profit organisations in England whose activities support our priorities.

Further detail is available at:

<http://www.legislation.gov.uk/ukpga/2008/14/part/5/crossheading/financial-assistance-related-to-provision-of-health-or-social-care-services>