

VCSE Brokerage Framework – Information and Guidance for the Children and Young People’s Wellbeing (North Somerset) programme

Published date:	6 th November 2024
Deadline for clarification questions:	28 th November 2024, midday
Deadline for proposals:	18 th December 2024, 5pm

This document includes information and guidance for VCSE organisations to make proposals to deliver activities to address the desired aims, impact and outcomes of the Children and Young People’s Wellbeing (North Somerset) programme.

Funding to improve the health and wellbeing of Children and Young People (CYP) in North Somerset has been made available from the Bristol, North Somerset & South Glos (BNSSG) Integrated Care Board, in collaboration with Sirona care & health, North Somerset Council and the Locality Partnerships (Weston, Worle & Villages; Woodspring).

The opportunity for Voluntary, Community and Social Enterprise (VCSE) organisations to make proposals to meet the aims, impact and outcomes, set out later in this document, is provided by the BNSSG VCSE Brokerage Framework. We are inviting proposals from VCSE organisations that have either been accepted onto the VCSE Brokerage Framework (with or without conditions) or have an application in process¹.

The VCSE Brokerage Framework is a new system-wide approach to enable a diverse range of VCSE organisations to deliver health and wellbeing improvements in local communities, through investment from Integrated Care System (ICS) health and social care partners. The Framework provides a standard, robust and inclusive process for assessing the best proposals for community activities. This approach (which includes this investment opportunity) is being co-designed and tested during 2024, with an anticipated full launch in 2025. We are interested in your feedback on this process – please see Your Feedback (below).

Things to note when developing your proposal

- All parts (the blue boxes) of the proposal form should be completed.
- Word limits – maximum word limits are included. We encourage organisations making proposals to be proportionate and use the number of words needed to answer the questions. Please don’t feel that you need to reach the maximum word count, if you can respond with fewer words. Additional words over the limit will not be considered.
- Proposals can be for new or a continuation of existing activities. We acknowledge that, for new activities, a longer implementation/set-up time may be needed.
- Explanations and guidance are shown in *italics* throughout the proposal form.
- For help when completing the proposal, you should attend the Engagement Event/s and/or note the deadline for clarification questions (see Timeline below).
- Partnerships and collaborations – in this period, while we co-design and test this new way of working, we are inviting individual organisations to make proposals. If your proposal specifically includes other partners, please include an explanation about

¹ The quality assurance process (joining the VCSE Brokerage Framework) must be successfully completed before any proposal can be recommended for investment by the evaluation panel. This means that a VCSE organisation must be accepted onto the framework before the evaluation panel reviews all proposals.

your relationship (for example, contract or memorandum of understanding), how the work may be allocated between partners, and any budgetary implications².

- Budget proposal – please refer to the guidance notes in the Budget Template and make sure all parts (the blue boxes) of the template are completed. Your completed budget template should be submitted with your completed proposal form.

About the CYP's Wellbeing (North Somerset) programme

This programme will address key priorities for both North Somerset Localities, by improving the health and wellbeing of CYP in North Somerset with a focus on mental health (in Woodspring) and healthy weight (Weston, Worle and Villages). This programme will target cohorts of North Somerset's CYP population experiencing the poorest outcomes around mental health and healthy weight.

This might include CYP from the following cohorts

- Those identified by GPs or Primary Care staff
- Those identified by mental health professionals
- Those not in mainstream school provision
- Those identified by SEN teams in school
- Those in contact with the criminal justice system
- Those in the care system
- Young carers
- Those with a disability or long-term health condition including neuro diversity
- Those with patterns of school absence or exclusion
- Those who live in areas of high deprivation (including rural poverty)

Referrals can come either via health, social care or education professionals, from community partners or self-referrals. Those whose proposals are successful will be supported post-award to make links that promote appropriate referrals from across North Somerset.

What may be funded?

This funding is to:

- Enhance the overall community offer for CYP in North Somerset by adding extra capacity to the activities that CYP can be referred to.
- Directly support CYP who are struggling with poor mental health or unhealthy weight to access positive activities in the community
- This may be via 1 to 1 support or provision of group sessions

Funding proposals can include:

- Staff and venue costs
- Reasonable overhead costs.

² Partnerships and collaborations – we know that these are valuable and achieve impact for people and communities; the plan is to develop partnership proposals further in the intended Brokerage Framework full scale launch in 2025.

This funding is not for large capital spends or anything that does not support direct provision with the targeted cohort of population.

Which organisations can make proposals?

Proposals must be from VCSE organisations based and/or working in Bristol, North Somerset, or South Gloucestershire and that have either been accepted onto the VCSE Brokerage Framework (with or without conditions) or have an application in process. We especially welcome proposals from small / micro VCSE organisations that have built strong, trusting relationships within their local communities.

If you are yet to submit an application to join the Brokerage Framework we cannot guarantee your application will be reviewed and confirmed prior to the proposal due to the required timeframe for the quality assurance process. However, you are still encouraged to submit an application and the Brokerage Team will endeavour to process it in time.

If you would like to do so, please visit the VCSE Brokerage website and complete the linked application forms: - [VCSE Brokerage Framework - BNSSG Healthier Together](#)

Outcomes and impact

All VCSE organisations that deliver funded projects/activities will be asked to collect some outcome measurements, to help us understand their impact. The outcome measurements for the CYP's Wellbeing (North Somerset) programme are:

- Improved self-reported wellbeing (increased happiness, reduced anxiety)
- Improved levels of physical activity
- Improved peer networks

These programme outcomes are linked to the following Healthier Together System Outcomes:

- We will improve everyone's health and wellbeing (POP5).
- We will increase the proportion of people who report that their health and care is delivered through joined up services (SERV9).
- We will increase the number of people describing their community as a healthy and positive place to live (COM18).

Reporting requirements may include the following:

- Number of CYP referred to community-based wellbeing support (delivered by VCSE partners).
- Number of CYP referred to community-based wellbeing support reporting improved happiness.
- Number of CYP referred to community-based support reporting reduced anxiety.
- Number of CYP referred to community-based support reporting they are more able to manage their own health.

There will be a standard requirement for all VCSE organisations to coordinate and provide diversity data of the participants/beneficiaries of funded activities.

How proposals will be evaluated and scored

The proposal form includes a standard set of questions that are given weightings (as shown in the proposal form) and feed into the following evaluation themes.

Evaluation themes	Weighting
Ability to serve the community	5%
Improving access and reducing health inequalities	40%
Integration, collaboration and connections	15%
Quality, improvement and innovation	30%
Economic and financial standing	5%
Realistic costing and value for money	5%

These evaluation themes are based on the Provider Selection Regime³ and the ICB's Standing Financial Instructions, including the Grants and Contracts Standard Operating Procedures.

Evaluation of the proposals for each health programme/investment will be facilitated by the Brokerage Team and a specific Evaluation Panel will be chaired by the programme manager/majority budget-holder and will comprise ICS and VCSE experts related to the specific programme/investment in question. Declaration of interest processes will be followed.

All evaluated questions will be scored on a scale of 0 to 4, as follows.

Assessment	Interpretation	Score
Deficient	A significantly deficient answer, unanswered or unacceptable response.	0
Limited	A limited answer that does not meet the stated requirement or one that provides little detail or evidence.	1
Acceptable	An acceptable answer meeting the stated requirement with a sufficient level of detail and evidence.	2
Good	A good answer, with a comprehensive level of detail and strong evidence.	3
Excellent	An excellent answer, exceeding the stated requirement with exceptional detail and evidence and/or one that is likely to result in increased quality, improved patient experience or innovation.	4

Evaluation panel members will score independently and, after all scores are collated by the VCSE Brokerage Team, the Evaluation Panel will meet to discuss and moderate scores. Any outstanding Quality Assurance conditions or notable points will also be considered by the panel.

³ The Provider Selection Regime is a set of rules for procuring health care services in England [NHS commissioning » NHS Provider Selection Regime](#)

Depending on the programme, the panel will discuss the range of awardable proposals, how they meet the overall programme aims/impact/outcomes and note potential award conditions. Award recommendations will be based on (moderated) scores, diversity and portfolio of activities and reach. Following due diligence⁴, the programme manager/majority budget-holder will coordinate the process of finalising grant agreements or contracts, as well as communication and implementation.

Financial information

This programme represents the combination of several different programmes.

Total fund:	The total fund is £250,000 over three years. The investment for 2025/26 is £150,000. Proposals with budgets between £5,000 and £30,000 for the first year (2025/26) are invited. A further budget of £100,000 (£50,000 for 2026/27 and £50,000 for 2027/28) will be available to extend some of the successful activities. A separate process will be undertaken for the years 2026/27 and 2027/28.
Source of funds:	<ul style="list-style-type: none"> • Bristol, North Somerset & South Glos (BNSSG) Integrated Care Board and the Locality Partnerships (Weston, Worle & Villages; Woodspring) • Sirona care & health – Green Social Prescribing • North Somerset Council Public Health
Duration of funding:	One (to three) years.
Anticipated start date:	April 2025.

It is anticipated that the investments for the Children and Young People’s Wellbeing (North Somerset) programme will be made through grants.

Grant agreements will be finalised as soon as possible after due diligence and clarifications have been completed. Terms and conditions, including the payment schedule and reporting requirements, will be included in the grant agreement. As this programme welcomes proposals from smaller organisations, and we know that cash flow can sometimes be challenging, the intention is that an element of the awarded grant will be transferred up front when the grant agreement is finalised.

Timeline and what happens next

6 th November 2024	Invitations for proposals opens
5 th and 11 th November 2024	Engagement Event/s and Q&A
28 th November 2024, midday	Deadline for clarification questions
18 th December 2024, 5pm	Deadline for proposals

⁴ This includes economic and financial standing checks – these may include capacity, cash flow forecast, debt and credit, as per the ICB’s Standing Financial Instructions.

w/c 6 th January 2025 to w/c 13 th January 2025	Evaluation scoring by Panel members.
w/c 20 th January 2025	Evaluation panel meeting
w/c 27 th January 2025 to w/c 10 th February 2025	Recommendations and awards
March to April 2025	Mobilisation and comms
April 2025	Anticipated commencement of delivery

Dates and actions are subject to change; if changes happen, the VCSE Brokerage Team will update organisations on the framework and other stakeholders.

When the VCSE Brokerage Framework team receives your completed proposal form they will check to ensure all the required information has been provided. Your organisation will also receive an acknowledgement of receipt.

Feedback and complaints or representations

With Grants, feedback will be offered to all organisations who make proposals. Such feedback may include overall scores, comparisons with other scores, moderation overview and qualitative feedback.

Further guidance and support

For help when completing the proposal, you should attend the Engagement Event/s and/or note the deadline for clarification questions. Please contact the VCSE Brokerage Team if you have any questions when you are developing your organisation's proposal - proposal@bnssgvcsealliance.org

The answers to questions will be published on the Healthier Together website on a weekly basis, up until the deadline for clarification questions.

Please note that the VCSE Brokerage Team will be unable to provide any updates on progress with your proposal once the proposal submission deadline has passed and the Evaluation Panel is reviewing applications received before the deadline.

Your feedback about this process

The VCSE Brokerage Framework is in a test-and-learn pilot year during 2024 and 2025. The learnings and feedback gathered during the pilot will be used to further refine the Framework, with the intention of a wide-scale launch in 2025. Please share your experience of participating in or using the Framework by completing our [feedback form](#).

<https://bnssghealthiertogether.org.uk/staff-and-partners/voluntary-community-and-social-enterprise-vcse/vcse-brokerage-framework/feedback-form/>

4/11/24 Version