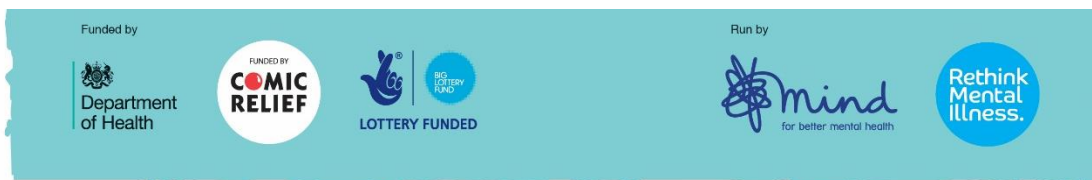




GUIDANCE NOTES



Section 1 – About You

Checklist – you must answer YES to all four questions to be eligible to apply for a grant. Please provide us with your full name, address and contact details.

As the named person on the application form, you are agreeing to be the main contact for the event or activity for which you are making an application. However, we would encourage you to get help from friends, family, work colleagues or other members of a group you know to provide you with support and help make the event a success. Please provide us with your helpers' full names and how they will be supporting your activity.

Please note - County Hall, Northallerton and Scarborough Survivors Resource Centre cannot be used as venues for activities funded through this project.

Section 2 – About Your Activity

Don't forget to look at our case study examples for ideas!

In this section we would like you to tell us:

- How your activity will enable social contact. Social contact is conversations between people who have experienced mental illness and people who have not. It is about sharing experiences to reduce stigma and must not involve giving advice.
- What your activity or event will involve – for example, you may be linking in with a regular meet-up such as a darts night, church coffee morning, badminton club session or a work team-building event or you may be holding an information stall in your local supermarket/shopping precinct or a walk and talk in your local park.
- How you will promote the activity to your chosen audience (e.g. word-of-mouth, online, posters, local press etc and what you will say to draw them in).
- Where and when your activities will take place. Your chosen location should be easily accessible and familiar to the people you are inviting to attend. **Please note: all activities must take place before the end of December 2018.**
- How many people you hope will attend (based on a best guess). If you are holding more than one activity, don't forget to increase the number accordingly.
- If your activity is aimed at a particular group such as a disabled swimming club, a lone-parent group, an ex-veterans support group etc.

Section 3 – Budget

Think about all the things you will need to run your event – e.g. quiz prizes, refreshments, ingredients for baking something, resources for activities, venue hire, volunteer expenses, publicity/printing costs, transport. You will need to check the prices for each item before completing the form as we cannot give more than the amount that you request from us in your application. Please also be aware that those attending should not be charged for any part of the activity (such as being asked to pay for drinks or make a donation).

You do not need to have any in-kind contributions but you should let us know if you are offered anything free to help with your activity such as donated prizes.

Section 4 – Final Checklist

You must be able to answer YES to all four questions in this section. Good luck!