

# CRITERIA

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## THE LIVING WELL FUND

A FUND MANAGED BY  
BEDFORDSHIRE AND LUTON COMMUNITY  
FOUNDATION

ON BEHALF OF  
CADENT GAS LTD.



## INTRODUCTION

Cadent are the UK's largest gas distribution network, bringing gas to 11 million homes and businesses. Cadent manages a network of more than 82,000 miles of pipes, most of them underground, which transport gas throughout the North West, West Midlands, East Midlands, East of England and North London.

In collaboration with Cadent, Bedfordshire and Luton Community Foundation is facilitating the Living Well Fund, aimed at promoting gas safety awareness through community events, activities, and advice for residents of Bedfordshire.

This fund is part of Cadent's Centre for Warmth programme, which supports vulnerable individuals by keeping them warm, safe, and connected. The project focuses on identifying and partnering with local charities in areas experiencing high levels of deprivation, fuel poverty, and carbon monoxide risks, particularly in locations near ongoing mains replacement work.

Grants are available to organisations that operate accessible venues / community spaces which foster community engagement and support vulnerable groups, including those facing debt, mental health challenges, low income, and marginalised communities.

## HOW MUCH CAN GROUPS APPLY FOR?

**Grants are available up to £30,000 (per project) for up to 6** different Centres for Warmth - 2 in each Local Authority area (Bedford Borough, Central Bedfordshire & Luton).

Projects to run from Jan 2025 to March 2026.

### **Funding can be used for:**

- People - staffing and volunteer costs associated with delivering the work you are applying for. This should include costs associated for the lead staff member, energy adviser and information, advice & guidance (IAG) support.
- Communications - marketing and advertising costs associated with promoting messages for this work.
- Equipment - any equipment you need to deliver this work that is not already in your budget (or covered by any other funding).
- Resources - any project activity costs needed for your team to do this work.
- Overheads - direct additional costs.

### **Successful grantees will also be provided with additional support from Cadent as follows:**

- Carbon monoxide energy efficiency and Priority Services Register (PSR) training.
- A Cadent representative can attend community events or activities such as coffee mornings.
- Information about the support related to gas safety and the PSR.
- Access to expert partners who can offer energy efficiency support upon request.

- A limited number of the following will be provided for the participants of your project.
  - Slow cookers (for organisations who can deliver slow cooking education, demonstrations and follow-up once cookers are given away).
  - Carbon monoxide (CO) alarms.

The items above will not impact your fund budget.

## PRIORITIES

Applicants must be able to demonstrate that they can:

### 1) Provide free welcoming community safe spaces.

- These must be open and inclusive to all members of the community. Particularly for individuals affected by the rising cost of living, loneliness, and isolation, offering opportunities to socialise and participate in activities.

### 2) Develop an educational and activity programme.

- This must focus on; information, advice & guidance (IAG) support, debt management, money maximisation, energy efficiency, carbon monoxide, gas safety advice and wellbeing activities. These can be a mixture of 1:1 support and groups activities.

### 3) Host a series of community events.

- The focus of these is to ensure residents have access to appropriate services and local support.

### 4) Educate individuals on the benefits of the Cadent Priority Services Register (PSR).

- Supporting eligible individuals to sign up through free consultations (training will be provided to successful grantees).

### 5) Provide training.

- For staff and volunteers to support project sustainability.
- Slow cooker lessons to teach members of the community how to make healthy, affordable meals. Cadent will provide slow cookers and a trainer to deliver this.

### Please note - all funded partners will need to:

- Attend carbon monoxide (CO) training, delivered by Cadent. Training will be delivered online as a group session of 60-90 minutes.
- Offer the service at the same location and times throughout your project (allowing for holiday breaks).
- Be available throughout your project for walk-ins, ready and able to offer appropriate support.
- Distribute leaflets and promotional material.
- Be happy to be known as a 'Centre for Warmth' listed on the Cadent website - <https://cadentgas.com/social-responsibility/centres-for-warmth/centres-for-warmth-locations>

- Identify a designated staff member to manage and co-ordinate delivery of the work.

Cadent will be providing free training to successful groups.

## **We Fund**

Registered charities and other not-for-profit groups making a positive difference to people in the community (i.e. community groups, sports groups, PTAs, etc).

You need to be able to demonstrate that you have:

- A constitution or other governing document.
- A committee of at least 3 unrelated Trustees / Directors (no-one with 'significant control').
- Good financial management and health, without large free / unrestricted funds.
- A proposed project which has not already been funded by BLCF (or separately applied for BLCF funding).
- A clear plan to support residents in the Bedfordshire area.
- A comprehensive safeguarding policy (for work with children / adults at risk).
- A comprehensive equality, diversity & inclusion / equal opportunities policy.
- A clear plan to work in partnership with others.
- Sought funds from a range of sources, made efforts to become self-sustaining, and have a clear strategy for when funding ends.

If your organisation is a social enterprise (including CICs) there is specific guidance available [here](#).

## **We Do Not Fund**

- Projects which are partially funded by local / national government.
- Individuals.
- Organisations based outside of Bedfordshire.
- Community Interest Companies (CICs) limited by shares.
- Profit-making organisations.
- Organisations or activities that promote political parties or religion. (We do fund activities that demonstrate wider public benefit).
- Costs incurred prior to grant approval.
- General appeals or sponsorship.
- Animal welfare, unless the project directly benefits people.
- Trips and / or fundraising events.

## **Supporting Documents**

We require a full budget breakdown and project plan for the project or activity. You must also upload the following supporting documents with your application:

- Annual accounts - most recent signed annual accounts and / or management accounts, which have been audited / independently examined where required.

- Governing documents - constitution, memorandum and articles, articles, or set of rules.
- Bank statement - date within 3 months, in the name and correct address of the organisation applying with at least 2 unrelated signatories.
- Equal opportunity policy.
- Safeguarding policy.
- Trustees and directors (names, roles, confirmation of any related trustees / directors and any other potential conflicts of interest).

## Monitoring & Evaluation

Successful applicants will be asked to provide the following monitoring data (we will provide a reporting template):

- The number of clients receiving home energy advice.
- The number of clients receiving carbon monoxide education.
- The number of clients who receive PSR advice.
- The number of clients provided with slow cooking advice, associated slow cooking awareness courses, and the number of clients attending each session.
- The total number of clients receiving income maximisation advice and similar support services.
- The number of CO alarms and slow cookers (to be provided by Cadent) distributed.
- Total number of people who are new to your service.

Successful applicants will need to complete short quarterly updates, followed by an interim in-person visit and end-of-project monitoring reports. We will ask how you spent the grant, including providing receipts. You will need to tell us about the project outcomes, impact, important issues, and lessons learned. We will contact successful applicants to discuss progress and organise visits to help with learning and development.

Before beginning the project, please consider:

- Who will write your reports.
- Your aims and objectives.
- How will you measure progress.
- What information you will collect:
  - Numbers (quantitative data) – how many people use the service, goals achieved (e.g. employment, improved health).
  - Stories / Case Studies (qualitative data) – user / volunteer feedback, observed increase in skills, confidence, etc.
  - Learning – user / volunteer feedback, what went well, what would you do differently, etc.
  - Partner feedback.

## Additional Information

All applications are thoroughly assessed, including due diligence checks (more information [here](#)). Only applications which clearly meet the fund's criteria will be presented to our panel

of local volunteers. We reserve the right to decline or accept any application according to the grants panel's decision.

We encourage all applicants to explore other funding sources. Your local Community Voluntary Service (CVS) can provide funding advice. For Bedfordshire CVS, visit [www.cvsbeds.org.uk](http://www.cvsbeds.org.uk)

## **Equal Opportunities**

We commit to promoting equal opportunities and valuing diversity including all protected characteristics. We expect applicants to also be committed to the promotion of equality, cohesion, and inclusion.

If you have any queries, please contact us at [administrator@blcf.org.uk](mailto:administrator@blcf.org.uk)