# 1. Introduction

Sheffield is identified as one of 75 local authority areas that will deliver the Family Hub and Start for Life programme between 2022-25 Family Hubs and Start for Life programme: local authority guide - GOV.UK (www.gov.uk) This programme is jointly overseen by the Department for Education (DfE) and the Department of Health and Social Care (DHSC). The programme will support meeting the commitments as set out in, The Best Start for Life: A vision for the 1,001 Critical days [The best start for Life: a vision for the 1,001 critical days.](https://www.gov.uk/government/publications/the-best-start-for-life-a-vision-for-the-1001-critical-days)

The Family Hub (FH) and Start for Life (SfL) programme aim to deliver a joined-up approach, includes creating a Family Hub network able to drive progress by joining up professionals, services, and providers, a mechanism by which to harness a long term sustainable pathway to share information and work collaboratively together, to offer families clear, accessible and seamless, whole family support, providing families with a clear pathway by which to access a wide range of support able to meet their needs.

At this early stage of the transformation of Family Hubs, Sheffield City Council is offering £10,000 per organisation in grant funding to establish community links with the Family Hub and Start for life offer as Family Hub Network Community Champions. We envisage that this funding is utilised as “seed” funding which supports the integration and connectivity of family support services, leading to a sustainable accessible Family Hub Network which provides a clear local Family Hub offer that is recognised and understood by families.

To support these ways of working, the priorities of the programme include joining up and enhancing services, ensuring all parents and carers can access the support they need, when they need it, while feeling supported and empowered in caring for their babies and children, ensuring Sheffield’s children receive the best start in life.

In line with the Family Hub and Start for Life programme, we are prioritising funding aligned to neighbourhoods without a Family Hub or designated outreach building, to extend the reach of families receiving the Family Hub and Start for Life programme offer across Sheffield communities. As a local authority we have gathered, mapped, and reviewed data and local intelligence, to understand where the need is. It was acknowledged that some areas of high need were well serviced either in or easily accessible from the community.

The DfE (Department for Education) funding allocated to this grant links directly to the expectation to increasing the number of families accessing Family Hub services. Therefore, we are keen to link with community partners and providers across neighbourhoods to develop access to earliest help for families, with a focus on neighbourhoods where gaps have been identified. Where organisations deliver or seek to deliver activity in the identified neighbourhoods listed below, there is the opportunity to apply for up to a maximum of 3 areas (£30,000 in total). You will use funding to achieve the programme’s priorities for example to support community organisations with resources for groups etc. Sheffield City Council also offers free Early Help training for all staff and volunteers across the children and family services to support the confidence and development of the workforce.

Priority areas are outlined below, it is important to identify the ward and neighbourhood/s you are applying to represent and how you will link FH & SfL signposting to families in area.

|  |  |  |  |
| --- | --- | --- | --- |
| **Locality** | **Ward** | **Neighbourhoods covered** | **Areas**  **(Number of lots)** |
| Locality A  Early Days Family Hub | East Ecclesfield | Chapeltown, Colley & Ecclesfield | 1 |
| Locality B  First Start Family Hub | No available lots in this area | | |
| Locality C  Darnall Family Hub | Darnall | Tinsley | 1 |
| Park and Arbourthorne | Arbourthorne, Gleadless & Norfolk Park | 1 |
| Locality D  Shortbrook Family Hub | Richmond | Hollinsend, Richmond & Woodthorpe | 1 |
| Woodhouse | Handsworth | 1 |
| Beighton | Beighton, Sothall, Owlthorpe | 1 |
| Locality E  Valley Park Family Hub | Beauchief and Greenhill | Batemoor & Jordanthorpe | 2 |
| Locality F  Sharrow Family Hub | Dore and Totley | Bents Green, Bradway, Dore, Totley, Whirlow & Abbeydale | 1 |
| Fulwood | Bents Green, Endcliffe, Fulwood, Lodge Moor & Ranmoor | 1 |
| Crookes and Crosspool | Crookes & Crosspool | 1 |
| Locality G  Primrose Family Hub | No available lots in this area | | |

## 2. Purpose

The purpose of this grant is to develop a network of Community Champion organisations to support the Family Hub network, this network will connect families to the Family Hub (FH) and Start for Life (SfL) offer, ensuring all families have access to services able to provide earliest support to meet individual family need:

**1. More Accessible** (*a clearly branded and communicated, simple point of access for help and support*) by:

* using the Family Hub membership logo
* promoting key FH & SfL messages, with a focus on building upon the trusted relationship’s community partners hold with diverse communities, including seldom heard groups, young parents, parents with care experience, families with protected characteristics, LGBTQIA+ parents, families with SEND (Special Educational Needs and Disabilities), Black, Asian, and Minority Ethnic (BAME) parent/carers.
* communicating key messages and signposting families to services regarding;
  + Parenting
  + Infant feeding
  + Perinatal Mental Health (PNMH) & Parent and Infant Relationship Service (PAIRs)
  + Home Learning Environment

**2. Better Connected** (*statutory, private, voluntary, faith and community sector working*

*together*) by:

* Linking your delivery of service and group activity with the Family Hub & Start for Life service offer,
* Supporting families to register with the Family Hub.
* having an awareness of Early Help, Funded Early Learning (FEL), Health Campaigns and Special Educational Needs and Disabilities (SEND)
* accessing the free training offer and being part of the FH & SfL workforce development
* attending and contributing towards quarterly Family Hub and Start for Life partnership meetings.

**3. Relationship-focussed** (*Family hubs provide* *a central point of access to family services; relationships are the key - building on family strengths*) by:

* promoting Family Hub and Start for Life volunteer opportunities to local parents and carers
* promoting the Parent Carer panel and Parent/Carer forums to families
* collating and sharing parent/carer voice/views/feedback.

All successful submissions must demonstrate how they meet some or all of these aims.

The grant is a one off, a start-up/seed fund to help support community activity to link with the Family Hub and Start for life offer, any developed activities should be linked to the FH & SfL offer.

# 3. Fund outcomes

To communicate Family Hub and Start for Life messages across the community, to partners, parents, and carers. To be a Family Hub Champion, to understand and support the signposting of families to the Family Hub and Start for Life offer, whilst building a broader understanding of the local service offer to families, alongside Family Hub network members bringing statutory, private, voluntary, faith and community sector partners together.

Increasing the number of Parent/ Carers accessing services including.

* + Parenting
  + Infant feeding
  + Perinatal Mental Health (PNMH) & Parent and Infant Relationship Service (PAIRs)
  + Home Learning Environment

TheFamily Hub system will aim to provide a **long term** sustainable **single access point, known and understood** by families and all who work with and influence families, able to deliver **earliest** help to families throughinclusive and co-located services bringing **statutory, private, voluntary, faith and community sector** organisations together to deliver.

1. **‘Better connection’ across families and services.**
2. The ‘**right information’** to families at the **‘right time’**
3. To meet family need at the **earliest opportunity**.
4. To **work whole family**, providing a **seamless** offer of support.

Though working this way, we hope to develop a local system that supports families at the earliest opportunity and reduce the number of times families retell their story to be linked to the support they need, supporting the best start in life for babies, children, families, and their communities, by reducing health inequalities.

# 4. Outcomes and monitoring:

A monitoring return will be requested on a quarterly basis from January 2024, to and including April 2025.

* Evidence an increase in the number of families who are signposted to Family Hub services, including;
  + Parenting
  + Infant feeding
  + Perinatal Mental Health (PNMH) & Parent and Infant Relationship Service (PAIRs)
  + Home Learning Environment
* Evidence of engaging diverse communities, including seldom heard groups, young parents, parents with care experience, and families with protected characteristics.
* Number of and the training that staff/students/volunteers have attended and or delivered and impact that has had on your team/feedback.
* Every Family Hub Network Champion to display FH posters and leaflets.

A minimum of one narrative/ anonymised case study per quarter, evidencing the way your organisation has met the expectations of the grant.

We will work with the successful organisations to co-design a collective monitoring proforma (A template will be shared with successful organisations).

## 5. Grant Amounts

The grant is one upfront payment to support the transformation of the Family Hub and Start for Life programme in creating a collaborative Family hub Network to provide one known and understood access point to information which supports families.

The grant amount available for each organisation is £10,000 and organisations can apply for up to 3 areas a total of £30,000 up until 22nd October 2023. The funding is for activities and the costs associated with running those activities, it is not for core costs or building/capital costs. Funding can support additional resources linked to the delivery of group/activity sessions across identified areas.

Any constituted organisation (with its own bank account and 2 signatories) who is based in Sheffield can apply. All groups must have an evidenced proposal for how their idea will enhance cohesion in the city and meet the fund priorities. All outcomes must meet the requirements of the grant.

## 6. Forms

There is a single form for applications which can be found here: [Grants and funding for the voluntary sector | Sheffield City Council](https://www.sheffield.gov.uk/your-city-council/grants). These need to be returned by midnight on Sunday the 22nd October 2023.

## 7. Who can apply

Grants are available to organisations working in Sheffield with families. This includes Early Years providers, charities, community groups and not-for-profit social enterprises. To be eligible for a grant you must provide:

* A copy of your organisation's governing document (e.g., memorandum of association or constitution).
* A list of the members of your board of trustees, board of directors, management committee or equivalent. You should identify if any of the people listed are related to each other.

Organisations who work city wide, are able to apply for any geographical area but will still be required to demonstrate how they meet some or all of the aims highlighted within section 2.

## 8. Policy and practices

Sheffield City Council will expect the successful organisation to have the following organisational policies, procedures, and processes in place (Please confirm within your grant application).

* Employment policies and processes adhering to current legislation and aligned to Sheffield City council policies and values, covering advertising, recruitment and selection, supervision, and training, conduct and behaviour, disciplinary and grievance procedures, and equal opportunities.
* A diversity plan and an equal opportunities policy to ensure all protected groups can access and benefit from the service. [*Equality Objectives 2019-23 | Sheffield City Council*](https://www.sheffield.gov.uk/campaigns/equality-objectives)*.*
* Systems for safeguarding adults, children and young people including training, DBS (Disclosure & Barring Service) checks and any other legal requirement as set out by legislation and the Sheffield safeguarding children’s board ([*www.safeguardingsheffieldchildren.org*](http://www.safeguardingsheffieldchildren.org/)*)* Adult Safeguarding Partnership | Sheffield City Council*.*
* Ensure all staff and volunteers are engaged by following safer recruitment practices.[*Supporting safer recruitment in the early years and education sector - GOV.UK (www.gov.uk)*](https://www.gov.uk/government/news/supporting-safer-recruitment-in-the-early-years-and-education-sector)
* Annual accounts prepared in accordance with legislation and where appropriate charity law which you may be asked for sight of annually.
* Required level of insurance in place and evidenced.
* A complaints and feedback procedure for service users that is communicated and published on the website.
* Record management, GDPR (General Data Protection Regulation) requirements, where records related to vulnerable children, young people and adults are maintained professionally and in line with legislation. This also applies to financial, Human Resource and other records connected to the service.

## 9. Decisions

Council officers will assess the proposals in the application form, based on how well the proposals meet the stated aims and outcomes of the Family Hubs and Start for Life programme. These assessments will be then considered by a Grants Advisory Panel. The Panel will then make recommendations for authorisation by the Director of Communities.

Successful organisations will be awarded funding as a one-off payment by 8 December 2023.

Grant funding will be awarded following the grant agreement having been signed.

For more information, please contact [EarlyHelpTraining@sheffield.gov.uk](mailto:EarlyHelpTraining@sheffield.gov.uk)