

## **BNSSG Communities Against Cancer**

### **Project Overview and Application Guide**

#### **Part A: About the Project**

##### **1. What is Bristol, North Somerset, South Gloucestershire (BNSSG) Communities Against Cancer (CAC)?**

BNSSG CAC is a two-year project coordinated by the Chinese Community Wellbeing Society (CCWS). It supports Voluntary, Community and Social Enterprise (VCSE) organisations across Bristol, North Somerset, and South Gloucestershire (BNSSG) to deliver initiatives that reduce disparities in cancer prevention and early diagnosis.

The project is funded by the Somerset, Wiltshire, Avon and Gloucestershire (SWAG) Cancer Alliance via the VCSE Alliance, and overseen by the BNSSG Integrated Care Board (ICB) Cancer Team.

##### **2. Who is eligible to apply for these grants?**

VCSE organisations operating in the BNSSG area, **but not in Inner City and East Bristol (ICE)**, are welcome to apply. BNSSG CAC does not fund projects in ICE, as similar work in that area is being delivered by other organisations. However, organisations registered within the ICE area may apply if their proposed projects are carried out outside ICE or serve communities outside ICE.

##### **3. What communities is this project aiming to serve?**

Although the project is coordinated by the Chinese Community Wellbeing Society, it does not only serve the Chinese community. BNSSG CAC aims to serve all community groups in the BNSSG area outside of ICE, with a particular focus on underserved groups listed below in reducing health inequalities.

1. People living in areas of deprivation
2. People on low incomes
3. People experiencing mental health challenges
4. People who are neurodiverse
5. People who are digitally excluded
6. People affected by substance misuse

7. People from LGBTQIA+ communities
8. People who experience ethnic health inequalities
9. People from Gypsy, Roma, Traveller and Boater communities
10. Other communities, please specify

#### **4. What is the aim of the project?**

The project aims at giving everyone a fair chance to prevent cancer and find it early. We want to support project that:

- Raise awareness of cancer signs and symptoms
- Encourage more people to take part in cancer screening
- Help people understand how healthier lifestyle choices can reduce their cancer risk
- Build community confidence in accessing and speaking with health professionals

Please note that this funding is for projects focused on cancer prevention and early diagnosis. It is not for supporting individuals already affected by cancer.

#### **5. How much funding can I apply for?**

You can request between £500 and £10,000. Monies awarded will be paid directly to the successful organisation.

#### **6. Why are these grants being offered?**

Everyone deserves the best chance of preventing cancer and finding it early. However, not everyone has the same opportunities to stay healthy and get the care they need. These unfair and avoidable differences are known as health inequalities.

Certain groups in the society are more likely to face these challenges. These include people living in deprived areas or on low incomes, people from some ethnic backgrounds, and those who are digitally excluded. They also include people from LGBTQIA+ communities, traveller communities, as well as people experiencing mental health challenges, neurodiversity, or substance misuse.

These barriers mean that people are less likely to know the signs of cancer, take part in screening, or see a doctor early. As a result, some people have worse health outcomes.

For example, data shows that people in the most deprived areas are more likely to be diagnosed with cancer late, when it is harder to treat.

These grants are therefore being offered to address these challenges.

We have put together a list of existing studies around these areas, if you are interested, please download the document [here](#).

## **7. Can we apply if our organisation is not registered?**

Yes. We welcome applications from you even if your organisation is not legally registered. You can provide us your website address, or a social media link, and a contact for reference on the application form so we can understand more of your organisation. We may also ask for at least one year of account or bank statements in the organisation's name. If you are uncertain about eligibility, please contact us before submitting your application.

## **8. What types of projects is BNSSG CAC seeking to support? Can you give me some examples?**

BNSSG CAC is seeking to support all types of projects that achieve the project aims listed under Question 2. Examples of activities/ projects could include, but not limited to:

- Creating a creative asset that could raise awareness of cancer signs and symptoms in a culturally relevant way.
- Workshops or activities promoting healthy lifestyles to reduce cancer risk.
- Activities that address misinformation or knowledge gaps to build confidence in cancer screening.
- Workshops that help build confidence in speaking with health professionals about cancer signs and symptoms.

## **9. Do you need to have experience working on cancer-related project?**

No. Experience with cancer-related projects is not required. If your application is successful, you will be asked to take part in some cancer awareness training relevant to your project. You may also choose to allocate funding in your application for additional training. This will ensure you have accurate information about cancer screening, signs and symptoms, and ways to reduce cancer risk. We will also provide ongoing support to help you deliver your project.

## **10. Can the application be part of a larger project?**

Yes. Applications may form part of a wider initiative, provided that the proposed activities have distinct, measurable outcomes that can be clearly identified within the larger project. Please make this explicit in your application.

When assessing applications, we will review the proposed work as a standalone project to ensure its impact is clear. In addition, priority will be given to organisations that do not already receive substantial levels of funding, so that resources can be directed to groups most in need.

## **11. How to apply for the grant?**

You can fill out the online application form or download the application form in MS word format at <https://chinesecws.org.uk/our-support/bnssg-cac/> . If you choose to fill out the form in MS word, please send your completed application to [cac@chinesecws.org.uk](mailto:cac@chinesecws.org.uk).

Alternatively, you can film yourself answering the questions on the application form and send the link of your video application to us.

Please submit your application by **20 February 2026**. Applicants will be notified of the results within one month.

If you have any problems accessing or completing the form, or if you wish to discuss your project before submitting, please feel free to contact us at [cac@chinesecws.org.uk](mailto:cac@chinesecws.org.uk) or 0117 935 1462.

## **12. What are successful applicants be expected to do?**

Successful applicants are expected to:

- Ensure the project lead takes part in some cancer awareness training to support the delivery of high quality and accurate information about cancer awareness. You will be asked to declare the type of cancer awareness training you have taken part in when submitting your final report
- Ensure the project lead attends at least one Peer Learning Session organised by CCWS to share learning and explore collaboration among funded partners
- Provide regular updates to the BNSSG CAC team on project progress and financial status

- Submit a final report at the end of the project, including impact data and at least one case study. Based on what you plan to do, we will discuss with you the dates when reports are required
- Use BNSSG CAC and BNSSG ICB logos on all publicity materials related to the project
- Maintain an organisational bank account and designate a named contact person for the project
- Keep all receipts or evidence for grant expenditure and ensure they are available for review

### **13. Funding Readiness Scoring Framework**

All applications will be reviewed using this Funding Readiness Scoring Framework:

<b>Criteria</b>	<b>Description</b>	<b>Score</b>
Is your project relevant to CAC project aims? (20%)	Does your project aim to: <ul style="list-style-type: none"> <li>- Increase public awareness of cancer</li> <li>- Encourage participation in cancer screening</li> <li>- Raise awareness of how healthy lifestyle can reduce cancer risk</li> <li>- Build community confidence in accessing and communicating with health professionals.</li> </ul>	1= Not relevant 3= Somewhat relevant 5= Very relevant
Who is your target community? (20%)	Do your project's target communities align with the communities this CAC project intends to serve?	1= Not aligned 3= Somewhat aligned 5= Strongly aligned
Why and how do you understand the needs and barriers of your	What are the needs of your target community? Why are you well-placed to deliver	1= Not clear 3= Somewhat clear 5= Very clear

target community? (10%)	cancer-prevention messages to them?	
Is your plan effective? (10%)	Are the activities you proposed align with the project goals?	1 = Not effective  3 = Somewhat effective  5 = Very effective
Is your plan feasible? (10%)	Does your plan have a reasonable resource allocation to support the proposed activities? Is the time scale realistic?	1= Not feasible  3= Somewhat feasible  5= Very feasible
Are the measures of success clear? (10%)	This includes explaining how you will know if the project works, whether you collect feedback, what data you will collect, and how you will collect it.	1= Not clear  3= Somewhat clear  5= Very clear
Is the project making good use of the money? (10%)	Is the project value for money? Are the costs reasonable compared to the expected benefits?	1= Not clear  3= Somewhat clear  5= Very clear
How does your project bring new insights or improved approaches to meet community needs? (10%)	Does the project introduce new or improved ways of working, or does it identify and address gaps in knowledge or understanding within the community, rather than simply repeating existing provision?	1= Not clear  3= Somewhat clear  5= Very clear

#### 14. What is your data policy?

We will only use the data you provided for managing the grant application and follow-up and we will need to share these details with the funders of the BNSSG CAC.

If you are awarded a grant, we may publicise details of your activities to showcase impact. The final report you submit at the end of the project may be edited, combined, or summarised for use in other formats as needed. Please note that any sensitive data you share with us will be protected.

## Part B: Guidance for Preparing a Strong Application

### General Tips

- Read the application guide carefully before starting.
- Please keep within the word limit for each question. **If you are applying for over £5,000, you may use the extended word limits marked with an asterisk (\*)**.
- Use as much of the word limit as you need to explain your project and the amount requested. You don't have to use the full word count, particularly for smaller grants.
- Be clear and specific: use plain language as far as possible.

### Organisation Details

- Name & Address: Ensure these match your official registration documents.
- Nature of Organisation: State clearly (e.g., CIO, CIC, charity). If not registered, please tick the box, provide a website address, or a social media link, and a contact for reference.

### Contact Person

- Choose someone responsive and knowledgeable about the project.

### Project Summary

- Geographical Area: Be specific and describe the area in a way that is meaningful to the communities you serve.
- Project's target communities: Which underserved communities does your project aim to serve? Please describe who will benefit (for example, by ethnicity, socio-economic background, demographic group, lived experience, etc.)
- Funding amount requested: You can request between £500 and £10,000. Please apply for the amount you genuinely need for your project.
- Project Start & End Dates: the project start date should be after 1<sup>st</sup> April 2026. Allow time for planning, delivery, and evaluation. Avoid overly short timelines unless justified.

### About Your Organisation

- Brief description of your organisation: State your mission and main activities. Mention the communities you serve. Keep it focused. Avoid long history unless relevant.
- Your organisation's project experience: Show track record and credibility, e.g. How long have you worked with this group? What needs have you addressed

before? Include examples of successful projects. Use data or testimonials if possible (e.g. “We supported 150 families last year”).

- The need among your target communities: Be specific about who your project will work with. Show why your chosen group needs the support. It should explain what cancer prevention or early diagnosis challenges they are facing and why they need help.

### **Detailed Project Plans**

- Project ideas: Link your ideas to BNSSG CAC’s goals. Explain what you will do and why. Why these activities? Include estimated numbers (e.g. “We aim to reach 200 participants”). Justify why your approach is effective.
- Partnership or collaboration (optional): Name partners and their roles. Explain how this partnership will help the project succeed. Explain how funds will be shared.

### **Project Intended Impact and Measurement**

- What difference will your project make: Try to be specific on the change your project will create. Use measurable outcomes (e.g. “50% of the participants to report increased confidence in speaking with health professionals”).
- How you will measure your project’s impact: Explain how you will track success (surveys, attendance records, interviews, etc.). Include both quantitative and qualitative measures where possible.

### **Cost Breakdown**

- Be detailed and realistic. For staff costs, include hourly rates and hours, and on-costs. Itemise clearly for venue, materials, refreshments, volunteers’ allowances, etc. Avoid vague entries like ‘miscellaneous.’
- If costs exceed grant: Explain how you’ll cover the shortfall (other grants, fundraising). Please include how confident you are in securing additional funds, and what are contingency plans if additional funds are not secured in time.