

Sutton Prevention Pilots Application Form - 2025 applications

Funded by Sutton Council

Please read this guidance and the information pack before you start filling this form in. [July 2025- Prevention Pilots- information pack](#)

Please note that your pilot(s) must show their potential to have a positive impact in the areas of service demand as identified by the Council. For example they will improve people's experience, build independence, wellbeing and resilience. Reducing, avoiding, delaying the need for more intensive / costly services.

Please do not attach any additional information that is not explicitly requested in this application form.

Email your completed application form, copied from this form, with any scanned copies of supporting documents, marked 'prevention pilot bids' to: asc.providercomms@sutton.gov.uk we will **not accept paper applications** unless there are exceptional circumstances. Should you have any questions or need for clarification please contact David.millen@sutton.gov.uk or Christiana.torricelli@sutton.gov.uk

The closing date for receipt of applications is 5pm on 5th September 2025. An evaluation panel consisting of Council and Health colleagues will meet following the submission of bids after 05/09/25, and we aim to respond to all bidders by 20th October 2025. Should we require further information or clarification about the bid, we will contact the person named in Part One.

Please note:

- Your pilot should run for a maximum of 18 months and be completed by 31st July 2027
- You will need to have an open uk bank account into which monies might be paid
- The pilots must be based in and benefit Sutton residents
- Only Sutton Based organisations can apply
- Bids may be submitted by organisations on their sole behalf or submitted as a collaboration
- Organisations may submit more than one bid for consideration whether singularly or as part of a collaboration with another organisation.
- Where possible, the Council would encourage a mix of bids from local organisations
- You will need to make a copy of this form and use this copy to support your prevention pilot bid.

If you would like help completing your application form or support in looking at working collaboratively with another organisation in order to submit a bid, please contact Community Action Sutton at enquiries@communityactionsutton.org.uk

Part One: Contact information

Please complete -providing the main contact for your organisation, who must also be a member of your organisation. (In the case of a collaborative bid- this must be completed by the lead organisation).

1. Title	
2. Forenames (in full)	
3. Surname	
4. Position in organisation	
5. Address	
6. Phone number	
7. Email address	
8. Do you have any communication needs?	Yes/No
If yes, what are your communication needs?	

Part Two: Your organisation	
Are you submitting this bid on behalf of the organisation that you work for, or in collaboration with another organisation? If so, please supply contact details for both.	Joint/sole bid (please indicate)
1. What is your organisation(s) name(s)?	Lead organisation: Second organisation:
2. What is your organisation(s) address?	Lead Organisation: Second Organisation:
3. Charity Number(s) (if applicable)	Lead Organisation: Second Organisation:
4. Company Number(s) (if applicable)	Lead Organisation Second Organisation
5. When did your organisation start (month/year)	Lead Organisation Second Organisation
6. How many people are on your organisation's governing body, management committee or board of directors?	Lead Organisation:
7. How many people do you employ and how many full time equivalent posts (35 hours per week) do they fill?	Lead Organisation:
8. How many volunteers do you manage and, if you have the information, how many full time equivalent posts (35 hours per week) do they fill?	Lead Organisation:
9. Does your organisation have a website? If yes, what is your website address?	Yes/No Please provide your website address.

<p>10. Please give details of the bank or building society account into which we would pay the grant:</p> <ul style="list-style-type: none"> • Name of the bank or building society you hold an account with • Your account name (the organisation name on your statements) • Sort code • Account number • Building Society roll number (if appropriate) 	<p>Lead organisation:</p>
<p>11. Should you be shortlisted following submission of your bid you may be asked to provide the Council with a) a financial statement/ a summary from your most recent accounts and b) attach a copy of your most recent annual reports / accounts:</p> <ul style="list-style-type: none"> • Account year ending: dd/mm/yy • Total income for the year (A) • Total expenditure for the year (B) • Surplus or deficit at the year end (A-B) • Total savings or reserves at the year end 	
<p>12. Should you be shortlisted following submission of your bid you may be asked to provide an overview of your reserves policy</p>	
<p>13. Please provide details of any quality standards your organisation meets. (Max 150 words)</p>	<p>Lead Organisation:</p>
<p>14. Please provide a short summary of what your organisation does. (Max 150 words)</p>	<p>Lead Organisation:</p> <p>Second organisation:</p>

Part Three: Your Project/Activity	
1. Please tick which Prevention priority or priorities your pilot relates to (Please see accompanying briefing pack)	
Adult Social Care - the pilot positively impacts upon and reduces demand for: <input type="checkbox"/> People with learning disabilities <input type="checkbox"/> Homecare demand <input type="checkbox"/> Residential / accommodation based services	<input type="checkbox"/>
Housing -the pilot positively impacts upon and reduces demand for: <input type="checkbox"/> Prevention of homelessness <input type="checkbox"/> Reduced use of temporary accommodation <input type="checkbox"/> Reduced household in nightly accommodation	<input type="checkbox"/>
2. Please tick which areas of Sutton where the proposed pilot will be focused or where the pilot is borough wide (you will find a map here if helpful)	
St Helier and Hackbridge	<input type="checkbox"/>
Sutton Central	<input type="checkbox"/>
South Beddington and Roundshaw	<input type="checkbox"/>
Belmont (particularly Shanklin Village)	<input type="checkbox"/>
Wallington	<input type="checkbox"/>
Cheam	<input type="checkbox"/>
Worcester Park	<input type="checkbox"/>
Carshalton	<input type="checkbox"/>
Clockhouse	<input type="checkbox"/>
The pilot will be borough wide	<input type="checkbox"/>
3. Please give a brief description of your proposed pilot and the activities you want to deliver. (Max 500 words).	
4. How will your pilot help to deliver the priorities outlined in the guidance information pack? (Max 500 words)	

5. All bids must demonstrate how they will reduce demand for ASC/ Housing services. Can you describe how your bid meets the funding criteria and how you propose to measure its impact. Proposed Cost savings may be supported by the unit cost analysis provided in the information slide pack provided? (Max. 500 words)

6. How might your proposed pilot continue after the initial period of funding has come to a close - wholly, or in part, or what arrangements would you develop as part of your exit plan? (Max 500 words)

Part Four: Beneficiaries of your Project/Activity

1. How many people do you estimate will benefit from your project in total?

2. Will these will be Sutton residents?

Yes/No

3. Within the cohorts provided within part 3 above, please tick the boxes below to indicate the group(s) of people your project would support and give us an indication, where known, of how many people from each group.

(For us to ensure that we meet the needs of a diverse population, please give an indication of the groups who will benefit from your services. In order to monitor the take up of services, if you are successful in getting a grant then we will require you to ask the people who use your service/s the monitoring questions below. However, it is entirely optional whether they give you this information).

Group	Supports this group	Numbers of people (est& where known)
Adults (22-64)	<input type="checkbox"/>	

Older people (65+)	<input type="checkbox"/>	
Women	<input type="checkbox"/>	
Men	<input type="checkbox"/>	
Carers	<input type="checkbox"/>	
People with Disabilities	<input type="checkbox"/>	
Black or Asian communities	<input type="checkbox"/>	
Lesbian, Gay, Bisexual or Transgender people	<input type="checkbox"/>	
Diverse faiths and beliefs	<input type="checkbox"/>	
Of working age and unemployed	<input type="checkbox"/>	
Travellers	<input type="checkbox"/>	
Renting from the Council or a housing association	<input type="checkbox"/>	
4. How will you promote your proposed pilot, including to those whose first language is not English or those who may have additional communication needs or are vulnerable community members?		

Part Five: Your proposed funding	
1. Total cost of your proposed project	£
2. Detailed costs of the Pilot (please list all the things that will need to be funded in order for your proposed project to operate)	
•	
•	
•	
•	
Total Cost of Proposed Pilot – should be the same as 1. (A)	£
3. Please also list any other income you have applied for or have already secured for this project. (This can include cash and support in kind).	
•	
•	
•	
Total of any other income you have applied for/already secured for this project (B)	£
4. Amount requested from Sutton Prevention pilot funding (A – B)	£

Part Six: Please give details of other funding you have received in the last 3 financial years from LBS or Health services

LBS Dept. /Health	Financial year	Amount received	For what purpose was the grant awarded

Part Seven: Please confirm that you have copies of the following supporting documentation which following shortlisting, may be requested by the Council (Lead Organisation where applicable).

Written Constitution or written rules of your organisation	<input type="checkbox"/>
Copy of most recent annual accounts	<input type="checkbox"/>
Copy of public liability insurance	<input type="checkbox"/>
Safeguarding policy (if your organisation works with vulnerable adults or children)	<input type="checkbox"/>
Equality and diversity policy	<input type="checkbox"/>
Health and safety policy covering staff, volunteers and service users	<input type="checkbox"/>
Compliance with GDPR	<input type="checkbox"/>

I agree that the information provided on this form is true and correct and I agree that if my application is successful, the money can be paid into the account details stated above.

Name	
Position in organisation	
Date	

Please send your completed application form with scanned copies of relevant documents, by 5pm on 05th September 2025, to: asc.providercomms@sutton.gov.uk