



Imperial Health Charity

Compassionate Communities

Guidance Notes 2025/26



Imperial
Health
Charity

HELPING
OUR HOSPITALS
DO MORE

T: 020 3857 9840

E: info@imperialcharity.org.uk
www.imperialcharity.org.uk

X @ImperialCharity

f @charityimperial

Imperial Health Charity is a registered charity, no. 1166084

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1. Information for applicants



Imperial Health Charity is an independent charity that helps Imperial College Healthcare NHS Trust (ICHT) hospitals do more through grants, arts, volunteering and fundraising. We fund major redevelopments, research and medical equipment at Charing Cross, Hammersmith, Queen Charlottes' and Chelsea, St. Mary's and the Western Eye hospitals.

One of our strategic objectives is to support better health and wellbeing for patients in our surrounding communities. These are the **Guidance Notes for the 2025/26 Compassionate Communities** funding round. This funding programme has been developed in partnership with ICHT.

What is the Compassionate Communities funding programme?

As a voluntary, community or social enterprise organisation (VCSE) you are best placed to support local people in your community. This programme is aimed at organisations that provide specific health-related activities to help improve the health and wellbeing of northwest London residents. The northwest London area is Brent, Ealing, Hammersmith & Fulham, Harrow, Hillingdon, Hounslow, Kensington & Chelsea, and Westminster.

We have £250,000 funding available to support impact projects. Your funding request can be **between £5,000 and £50,000**. Projects must be **delivered for a minimum of 12 months and up to 24 months**.

Previous grantees from the 2023/24 and 2024/25 rounds cannot apply.

To help you with your application, the sample **Application Form** is available from the Compassionate Communities programme [webpage](#). You will need to complete and submit your application on Flexigrant (imperial.flexigrant.com), our grants system.

If your application is successful and to plan your reporting back on your project, you can access the sample **Progress and End of Grant Report Forms** from the Compassionate Communities programme [webpage](#). These should be completed on Flexigrant at the appropriate time.

If you would like to discuss your project before applying, please email **Philip Howard**, Grants Manager at: grants@imperialcharity.org.uk.

2. Your application



Getting started

Before you apply, please take the [Eligibility Quiz](#) to make sure your organisation is eligible. We will not be able to accept late or incomplete applications, so we encourage you to read these documents carefully before submitting your application.

Application deadline

Complete your application using our online grants system, [Flexigrant](#).
The deadline to apply is **Thursday 4 September 2025, 12 noon**.

Application outcome

You will be notified of the outcome of your application in **early December 2025**.

Managing your grant

If your application is successful, and you need support on how to manage your grant, you can request a virtual or in-person meeting with **Philip Howard**, Grants Manager (grants@imperiacharity.org.uk).

Please note: our Ts&Cs are not negotiable.

Make sure you accept our grant offer on Flexigrant within 10 working days **after** you have received your Grant Award Letter. When you have accepted our offer, **Flexigrant will ask for your project start and end dates**. You must start your project **within two months after accepting our grant offer**.

Reporting on your grant

Complete your Progress Report and End of Grant Report on Flexigrant. The Progress Report must be submitted at the halfway point of your project. The End of Grant Report and final invoice must be submitted within three months of your project end date.

3. Criteria



The Compassionate Communities programme is focused on preventing and/or reducing specific health conditions

Your project must show how it will help to prevent/reduce the risks of the following health conditions among residents in northwest London and so help to reduce health inequalities.

Health conditions

- Cardiovascular disease including coronary heart disease, strokes, peripheral arterial disease, aortic disease
- Chronic kidney disease
- Chronic respiratory disease including chronic obstructive pulmonary disease (COPD), asthma, occupational lung diseases and pulmonary hypertension
- Depression/anxiety
- Diabetes
- Hypertension (high blood pressure)
- Obesity

You project must address **at least one and up to three health conditions** from the seven outlined above

Types of projects we are looking to support, but are not limited to, include:

- Encouraging a healthy diet and taking regular exercise
- Providing support and information on how/where to access screening (tests) services, and medical treatment for illnesses described above. Information could be, e.g., leaflets in relevant languages.
- Reducing alcohol intake
- Reducing isolation
- Smoking cessation
- Your project must directly address the health conditions that you have selected

Projects can be new, expand on a current provision, or continue a current provision. Projects can have one activity or multiple activities.

Types of projects we cannot support include:

- tackling or reducing poverty, e.g., food banks
- single or multiple social trips within or outside London

- religious and political activities
- how to access benefits
- the purchase of office or medical equipment/devices, or vehicles
- the refurbishment of your office space or capital works

These lists are not exhaustive. If you have any questions, please email **Philip Howard**, Grants Manager at grants@imperialcharity.org.uk.

Project service user groups

We know that there are groups of people who face significantly higher health and wellbeing barriers. While we aim to be inclusive, our funding will only support the following groups:

- Black, Asian and ethnic minority communities
- Older people (those aged 65 years old and above)
- Children (between four and 12 years old) and young people (between 13 and 24 years old)
- People with a disability
- People with multiple long-term health conditions
- Groups that are at risk of social exclusion including: lesbian, gay, bisexual, transgender, intersex, queer/questioning, asexual+, people experiencing homelessness, drug and alcohol dependence, vulnerable migrants, Gypsy, Roma and Traveller communities, sex workers, people in contact with the justice system, victims of modern slavery, and other socially excluded groups

Your project service user groups must belong to one of the categories outlined above.

Project outcomes

Your project must have at least **four outcomes**. You can come up with two of your own outcomes. Plus, you must select **one Imperial Health Charity outcome** and **one Imperial College Healthcare NHST Trust outcome** from the list below that align with your proposed project.

You will need to explain the outcomes you have selected.

Imperial Health Charity's overarching aim is to address and reduce health inequalities in north west London through practical interventions. **The Charity's outcomes are:**

- To lessen economic barriers to good health in local people's lives, employability opportunities
- To lessen emotional barriers to good health in local people's lives

- To lessen environment barriers to good health in local people's lives
- To lessen cultural barriers to good health in local people's lives

Imperial College Healthcare NHST Trust (ICHT) encourages partnership working with the VCSE sector, and health and social care partners. **ICHT's outcomes are:**

- To increase the numbers of people accessing support including information, advice, and signposting
- To increase referrals to VCSE-run initiatives which directly support patients of our Trust
- To increase Trust staff awareness of VCSE-run and community-led initiatives
- To improve patient experience for those waiting to access care
- To increase levels and models of mutual/peer support
- To actively address inequalities in accessing services and waiting lists by supporting initiatives targeted at specific populations

Funding request and project delivery

- If you have received a Compassionate Communities grant in 2023/24 or in 2024/25, **you cannot apply for this round (2025/26)**
- Your funding request **must be at least £5,000** and can be **up to £50,000**
- Your project duration must be **a minimum of 12 months and up to 24 months**, to include set-up and evaluation periods
- Your project must **directly support and impact northwest London residents** in any of our eight boroughs
- Your project can be **new, expand on a current provision or continue a current provision**
- You can apply as a single applicant or be part of a consortium with one lead applicant. If you are part of a consortium, you cannot apply as a single applicant, i.e., apply/benefit twice

If your application is successful

- You must **start your project within a month after receiving your Grant Award Letter**
- You will need to submit a **Progress Report** halfway through your project, and an **End of Grant Report** within three months of completing your project
- To strengthen our partnership working with you and to learn more about your work and your service users, **we will arrange to visit your project and to meet your team halfway through your project and before the end of the project**
- We will work with you to come up with case studies and newsworthy stories for our social media platforms to help promote the Charity, our funding and your organisation

4. Eligibility



Before you apply, please take the online [Eligibility Quiz](#). Your organisation must meet the following to be eligible.

- Your funding request cannot be more than your **annual operating income for 2024/25**
- Your organisation must be **formally constituted**
- Your organisation must be well established in your community within northwest London **and** have operated for at least **three consecutive years**
- Your organisation must have at least **two years published accounts** (for the financial years 2022/23 and 2023/24), and an operating income of **less than £500,000**. If your operating income is **above £500,000**, you cannot apply
- You must upload your most recent published accounts (2022/23 and 2023/24) with your application on Flexigrant
- Your organisation must have a **bank account in its own name**
- Your organisation's bank account **must not have signatories who are related to each other**
- If your organisation is a charity, your **Board must have at least three people who are not related to each other**. We strongly encourage your Board to have at least one service user member. If your organisation is not-for-profit and not a charity, you must have at least two Directors who are not related
- Your organisation's Board must have overall control of, and accountability for your organisation's activities, and must be fully transparent about any conflict of interest
- The majority of people in your organisation in positions of authority (e.g., Director, Finance Director, Chief Executive, Trustees, Senior Managers) must not be related to each other or live at the same address
- Your **Chief Executive, Finance Director or Chair of Trustees** must have read your full application and approve it before it can be submitted
- If you are a **national organisation, you cannot apply**
- If your **organisation is affiliated to a national organisation**, you must tell us how you benefit from being a member of the national organisation. Please **contact us first to discuss before you apply**

5. Costs



Project costs can include:

- Project team salaries and on-costs (employer's National Insurance Contribution and pension contribution)
- Fees for freelance workers
- Overheads of up to 25% of your project costs that are directly related to delivering your project. Overheads can include venue hire/rent, utilities, telephone etc.
- Project activities such as leaflets, translation services, gardening tools, yoga mats etc.
- Reasonable volunteer expenses. In your application, you must tell us your organisation's policy on volunteer expenses such as travel and food allowance per day
- Evaluation costs to help you evaluate your project

Costs that we cannot support include:

- Any alcoholic beverages or tobacco products including vapes
- Payments made to individual service users or to replace government and/or Local Authority funding

These lists are not exhaustive. If you have any questions, please email **Philip Howard**, Grants Manager (grants@imperialcharity.org.uk)

Our sample **Application Form** is available on the Compassionate Communities programme webpage [here](#).

6. Grant payments



If your application is successful, you will receive **three payments**:

- **Payment 1** - 45% of your grant upfront. This will be processed within 10 working days after you have accepted our grant offer on Flexigrant and provided your organisation's bank details.
- **Payment 2** - 45% after you have evidenced your spending of the 1st payment and submitted your Progress Report. Please allow up to 20 working days for us to review your report and process the 2nd payment
- **Payment 3** - 10% after you have evidenced your spending of the 2nd payment and submitted your End of Grant Report. Please allow up to 20 working days for us to review your report and process the final payment.

By evidence, we mean:

- any relevant receipts
 - for salaries of project team, the name of each person and their month-by-month salary breakdown including on-costs that have been paid
 - for overheads, the cost that has been paid for each item for volunteer reimbursements, a list of names amounts paid to them.

By submitting this information, you are confirming that it is true and correct and reflects accurately the expenditure on the project.

Further information

For any enquiry or additional support, please contact **Philip Howard**, Grants Manager at grants@imperialcharity.org.uk.