

Self Management Fund: Resilience, Recovery and Development

Please read this document carefully before applying to the Self Management Fund.

About the Self Management Fund

The Health and Social Care Alliance Scotland (the ALLIANCE) administers the Self Management Fund on behalf of the Scottish Government to third sector and community-based organisations across Scotland to develop self management activities. Since 2009, The ALLIANCE has granted over £22 million and has funded 374 projects across Scotland.

The Self Management Fund was created by the Scottish Government in response to recommendations made in [Gaun Yersel: the Self Management Strategy for Scotland](#).

It was set-up to support development of co-produced, person centred, self management activity across Scotland. Learning from the experience of people living with long term conditions, and their unpaid carers, is central to the purpose of the fund.

This round of the fund will make available £1 million to self management projects in Scotland.

Closing date for applications: 9.00am 27 June 2022

Projects to begin: 1 October 2022

Criteria

This second round of the Self Management Fund: Resilience, Recovery and Development will continue to support projects that:

- Build on the resilience demonstrated by the third sector since 2020
- Contribute to the recovery of health and social care services in the wake of the pandemic
- Create opportunities to develop responsive services for the future.

Following the publication of the Scottish Government's [NHS Recovery Plan](#), the ALLIANCE's response [Putting People at the Centre of NHS Scotland Recovery](#), and our programme of supporting adaptations to Self Management Fund projects throughout periods of lockdown and beyond; we have identified the following priorities for investment in the April 2022 round of the Self Management Fund.

Projects which:

- Provide support to people experiencing multiple forms of marginalisation, including people with sensory loss; ethnic minority communities; disabled children and young people; people with learning and intellectual disabilities; people experiencing economic deprivation; and unpaid carers
- Focus on a hybrid way of working and supporting digital inclusion for those who have been excluded from the move to digital services.

Funding applicants must demonstrate that their project will address at least one of the priorities above and meet the following four core criteria of the Self Management Fund:

- The idea has come from the people it is designed to benefit
- People living with long term conditions and their unpaid carers will be enabled to take a leadership role in the design, delivery and evaluation of the project
- The capacity of people living with long term conditions and their unpaid carers to effectively self manage will be enhanced
- The principles of self management identified in [Gau'n' Yersel': the Self Management Strategy for Scotland](#) are at the heart of the project.



Grant available

- Up to £60,000
- Up to 2 years

Who can apply

- Lead applicants and grant holders must be a third sector or community organisation
- Partnership bids are encouraged but lead applicants and activity must take place within the third sector
- You do not have to be a member of the ALLIANCE to apply for a grant from the Self Management Fund
- If you have held a grant from the Self Management Fund before you can apply again.

Exclusions

- Public sector organisations, such as the NHS or local authorities, are welcomed as project partners but cannot hold the grant or benefit financially
- We are unable to support the purchase of capital items such as buildings, vehicles, refurbishment and equipment
- The Self Management Fund is not able to support projects which are solely for the running costs of an organisation or existing project, unless the application is for a development to that project
- Organisations may only hold one grant from the Self Management Fund at a time but you can submit more than one application.

How to apply

To apply for a grant from the Self Management Fund, you are required to submit:

1. Completed application form including a planned project budget.

- Describe what your project activity will be, who will benefit from it and where you will work

2. Project plan detailing:

- What do you want to do?
- How will you do it?
- What difference will it make?
- How will you know if it is successful?

3. Two supporting statements from individuals who are not involved in your organisation but who know about the proposed project and can provide support for your application.

4. Accounts and governance documents:

- Established organisations (running for two or more years)
 - A copy of your governing document
 - Last two sets of annual accounts.
- New organisations (running for less than two years)
 - A copy of your governing document
 - Most recent bank statements (three months if possible)
 - Budget plans or management accounts.

5. Following submission of all required documentation, the ALLIANCE will arrange with the main contact provided to discuss your application as part of the assessment process.

Help and support

The ALLIANCE is keen to support you to submit the best application you can by the closing date. Please get in touch to discuss your project idea and the application process.

Support can be tailored to your needs. Examples of support we have provided in the past include:

- Discussing your project idea and if it meets the Self Management Fund criteria
- Reading and commenting on draft applications
- Answering questions about the Self Management Fund and the application process

If you require information in another format or if you require to submit the application in a different format than provided, contact us so we can arrange this for you.

As we are working from home at the moment, it can take longer than usual to respond to telephone queries. It is preferable to get in touch with us via email. If you would like to speak to a member of the team, if possible, send an email first and we will arrange a suitable time to phone you.

Contact Details

If you would like support from our team, contact:  Fund@alliance-scotland.org.uk  0141 404 0231

Guidance for completing an application form

Please note you must complete all sections of the application form.

Part One – Your Organisation

- Provide the full title of your organisation as it should appear in communications
- The main contact should be someone who has a good knowledge of the proposed project and budget
- We will be in touch with the main contact as part of the assessment process so ensure the contact details are accurate (you can provide two email addresses to make sure you do not miss a communication from us)
- Discussion with your main contact will be in July 2022 so name someone who will be available (we will provide a choice of time slots after the closing date).

Part Two – Project Details

- Include a brief description of your proposed project that is no more than 100 words. If successful, this will be used to communicate details of the projects we have funded through our internal and external communications.
- Indicate which of the two priority themes your project will address:
 - Marginalised communities – Projects which provide support to people experiencing multiple forms of marginalisation, including people with sensory loss; ethnic minority communities; disabled children and young people; people with learning and intellectual disabilities; people experiencing economic deprivation; and unpaid carers
 - Digital inclusion – Projects which focus on a hybrid way of working and supporting digital inclusion for those who have been excluded from the move to digital services

Part Three – Budget

- Outline what you plan to use the grant for. Consider fully what you require to be able to run your project effectively and achieve your proposed outcomes
- The ALLIANCE will consider all reasonable activities and resources required to make your project a success
- You must think through what the likely cost of your project will be and complete this section of the application form
- See Exclusions above for what cannot be funded.

Part Four – Partnerships

- Detail any organisation/s you will be working in partnership with, if applicable
- Detail any investment from partners, monetary or otherwise (e.g., staff time, venue, etc.)
- Describe clearly how this partnership will work in practice and include a Supporting Statement from your partner in your application (see Part Six – Supporting Statements).

Part Five – Project Plan

This is where you provide the detail of your proposed project, demonstrate you meet the criteria. It will be the focus of your application assessment.

You must answer the four questions below in your Project Plan. There are some suggestions to help you answer each question.

1. What do you want to do?

- Describe what your project activity will be, who will benefit from it and where you will work
- Evidence that the idea has come from the people it is designed to benefit
- Demonstrate that your proposed project meets the Self Management Fund criteria
- Using the five principles of self management as a guide, how does your proposed project support self management in Scotland?
- Which of the two thematic priorities will your project address?
- If applying to develop an existing idea, you must demonstrate what is different about this project, including how it has been adapted using participant feedback and how the people this project is designed to benefit have told you this.

2. How will you do it?

- Include a project timeline and milestones

- Any key activities you need to complete to get started, for instance recruitment, identifying partners or training volunteers
- Think about who needs to be involved
- What will project activity look like on a day-to-day basis?

3. What difference will it make?

- Identify and list project outcomes
- Have you thought about sustainability?
- What will be the legacy of your project?

4. How will you know if it is successful?

- How will you measure your identified outcomes?
- What methods of evaluation will you use and how will you involve people living with long term conditions and/ or their unpaid carers in the evaluation?
- Do you have any plans for promotion and communication of what you learn from the proposed project?

Do not submit more than four sides of A4 in total for your Project Plan.

Part Six – Supporting Statements

- Supporting statements should come from individuals who are not involved in your organisation (i.e. not staff or board members) but who know about the proposed project and can provide support for your organisation
- Attach and submit along with all application documentation
- Supporting Statements can be submitted via email or an attached document and should be around 250-500 words in length
- If you are working in partnership with another organisation, one Supporting Statement must be completed by a representative of the partnership organisation.

Part Seven – Signatures

- Must be signed by a director or signatory of your organisation.

Part Eight – Enclosures

- For due diligence, we require you to submit accounts information and governance documents
- See How to Apply above for details of the requirements (there are different requirements if your organisation has been running for less than two years)
- Please note, we are unable to consider your application without these documents.



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