

NHS Highland

Third Sector Funding

2025/2028 Round

NHS Highland are seeking applications from third sector and community groups who can help to deliver services, projects, and activities against the following priorities to achieve better outcomes for the people of Highland.

Our Priorities

Developed in consultation with the third sector in April and May 2024 the following priorities are at the core of what we are hoping to achieve through our commissioning process.

- **Living Well:** People living with a long term condition are supported to better take control of their own health and wellbeing and have access to activity, services and support that enables them to live well and stay well.
- **Staying Well:** People living in our communities, particularly older people, are supported to live well, more independently and at home for longer. This includes supporting their physical and mental wellbeing, reducing the impact of isolation and increasing inclusion within communities, activities and service.
- **Value Well:** People in Highland who act as an unpaid carer for a loved one are valued, able to collaborate in a way that recognises their experience and that they have support to help them have positive experiences and feel recognised.

Our Principles

In consultation with the third sector in April and May 2024 there were a number of principles identified that should inform decision making and service design under this funding:

- **Co-production and co-design:** The applications should include evidence of co-production and co-design with the people who use the services or are intended to benefit from them. This means involving them in all stages of the service development, delivery, and evaluation, and ensuring that their views, needs, and preferences are respected and addressed. Co-production and co-design can enhance the quality, relevance, and impact of the services, as well as the satisfaction and empowerment of the service users.
- **Innovation and learning:** While applications for existing activity are welcome we are interested in understanding how consideration to innovation and learning in the design and delivery of the services is happening. This may mean exploring new ways of working, using evidence-based practices, and adapting to changing circumstances and feedback within the balance of their approach. Innovation and learning are necessary parts of the evolution of services to ensure ongoing effectiveness, efficiency, and sustainability of the services, as well as the outcomes and experiences of the service users and providers.
- **Collaboration and partnership:** The applications should show collaboration and partnership with other organisations and stakeholders in the community sector. This means working together to achieve shared goals, avoid duplication, and leverage resources and expertise. Collaboration and partnership can increase the reach, diversity, and integration of the services, as well as the capacity and resilience of the community sector.

Guidance on completing the application.

A full guidance document has been produced to accompany this application form, we would strongly suggest that you read through this document and use it as a guide while answering each of the questions.

What can be funded:

- Activities that support adults (over the age of 18) living in Highland experiencing diminished opportunities or vulnerabilities connected to their health and wellbeing.
- Activities should be able to deliver against one or more of the above priorities and be able to demonstrate how the concept has been developed in consideration of the principles.
- Funding can be provided for activities up to three years, but the total cost per year cannot exceed £49,999k. Funding for subsequent years after the initial 12 months is conditional on completion of satisfactory reports and delivery on an annual basis.

Who can apply:

- Any third sector group who has a bank account in their own name and can evidence the ability to competently deliver their plans and account for the spend provided through this funding.
- New for this round, organisations will also have to demonstrate a commitment to the Fair Work Framework and the payment of the real living wage.
- *Please be aware that local connections, collaboration and need will be considered in the scoring, if you are exploring delivery in areas of Highland that you do not currently provide in we would encourage you to reach out to those communities and ensure you are not duplicating any existing service provision.*

How we will assess your application

- we will score your application across five areas evenly:
 - o The overall quality and appropriateness of the application
 - o How well it meets or has considered local needs.
 - o How well it has considered and is using collaboration within the approach.
 - o How well it meets the priorities and identifies appropriate outcomes.
 - o How well it meets our overall principles.

Submitting the application

Please note the applications must be submitted to nhsh.thirdsectorfunding@nhs.scot no later than the **15th of August 2024**.

Questions or queries

If you have any questions or queries about your application form, please first check the guidance document and thereafter further advice can be sought from

nhsh.thirdsectorfunding@nhs.scot

The Application

Section 1: The organisations and your activity/application name

Q1	What is the legal name of your organisation as it is shown on your governing document?
Q2	What would you like to call this application/activity?

Section 2: What you want to do

Q3	Tell us about what you are proposing to do, consider the following: (Please try to keep this to no more than 400 words) <ul style="list-style-type: none"> What you will do Who will your activity be for How are you going to do it

Q4	Tell us what Community Partnership areas of Highland are you going to be working in (X)
All of Highland	
Badenoch and Strathspey	
Caithness	
East Ross	
Inverness and Inverness-Shire	
Lochaber	
Mid Ross	
Nairn and Nairnshire	
Sutherland	
Skye, Lochalsh and Wester Ross	
If your project/activity <u>does not</u> cover the full Community Partnership area, please <u>also</u> explain what area within the above it does cover?	

Q5	When will you start and finish your activity? (Can't start any earlier than April 2025)
Start Date	
Finish Date	

Q6	How much will your activity cost and how much would you like from us? A fuller breakdown of costs is to be completed at the end of the application, for now please complete the total costs and indicate how much for each you are applying for. There is no expectation for you to have match funding and we would actively encourage you to include all the costs of delivering your project/activity.	
	Total Cost (£)	Amount from us (£)
Project costs		
Total		

Section 3: Why you want to do this

Q7 We want you to tell us about who you have spoken to and involved in developing your project/activity. Tell us about any other evidence you have gathered about why this activity is needed. (Please try to keep this to no more than 400 words)

Think about:

- Health and wellbeing needs in your local area
- Have the people who will benefit been involved
- How this approach will help

Section 4: Our Principles

Q8a Please outline how the people who will benefit from your activity have been involved in designing and shaping your proposal. (Please try to keep this to no more than 200 words)

Q8b Tell us about how you are working with other organisations, agencies, or businesses in your area. (Please try to keep this to no more than 200 words)

Q8c Tell us about how you are considering learning and developing your approach, specifically how are you changing to meet the changes around our communities and workplaces. (Please try to keep this to no more than 200 words)

Section 5: Delivery on our priorities

Q9a Please select the priority that you will impact on the most (X) *Please select only one*

Living Well: People living with a long term condition are supported to better take control of their own health and wellbeing and have access to activity, services and support that enables them to live well and stay well.

Staying Well: People living in our communities, particularly older people, are supported to live well, more independently and at home for longer.

Value Well: People in Highland who act as an unpaid carer for a loved one are valued, able to collaborate in a way that recognises their experience and that they have support to help them have positive experiences and feel recognised.

Q9b Tell us about why your proposed activity will help to meet this priority. (Please try to keep this to no more than 200 words)

Q9c	Please provide a small set of outcomes that you feel will be delivered by your project/activity and which of the priorities they link to:	
	Describe the outcome	Which Priority does this outcome align to?
1.		
2.		
3.		
4.		

Section 6: Fair Work

The Scottish Government requires NHS Highland to report on a number of aspects related to Fair Work. [Fair Work First](#) is a Scottish Government policy which applies to any public sector funding, awarded on or after 1 July 2023.

If you are awarded, you will be required to follow the guidance to adopt fair work practices within your organisation, in a way that is relevant and proportionate to the activity you have agreed to deliver. The criteria to pay the real Living Wage and provide appropriate channels for effective workers' voice, are the minimum terms that apply to recipients of this fund.

Q10a	How many staff do you employ? (please include any staff you expect to employ through this application but do not currently employ)	
	Total number of staff in organisation	
	Total number of staff employed directly through this funding (Include those partially and fully funded)	
	Total number of staff not funded through this funding but who will support delivery of this project	

Please note that staff employed within this funding stream must be paid a minimum of the real Living Wage, please acknowledge your understanding and agreement to this below:

<i>I acknowledge that all staff employed through this funding must and do receive at least the real living wage</i>	(✓)
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Q10b	Please describe how you will apply the Fair Work practice of supporting your staff to have a voice within their work (Please try to keep this to no more than 200 words)

Section 7: Your Organisation, finances, and contacts

Q11	What is the legal structure of your organisation? (X) Please select all that apply
	Registered Charity
	Registered Company
	SCIO
	CIC
	Unincorporated Association
	Other – <u>Please explain</u>

Q12	If you are a registered charity and/or a company please tell us your registration number(s)
	Charity Number:
	Company Number:

Q13	Current Financial Position
You will be asked to attach a copy of your last accounts (or an alternative if you are a new organisation) at the end, but please complete the following for your organisation for the period ending 31st March 2024:	
	Total income for the financial year (£)
	Total expenditure for the year (£)
	Surplise or deficit at the year end (£)
	Total Savings or reserves at the year end (£)
Please also tell us about the follow:	
1.	How much unrestricted Reserve your organisation has (£)
2.	How you have identified how much you need to have in normal circumstances (max. 50 words)
3.	The reason for any deviation between what you need and what you have (max. 50 words)

Q14	Organisation Address and contact details:
	Full Address
	Post Code
	Email
	Website

Q15	Key Contact Name and Details:
	Name
	Email address
	Phone number
	Position in organisation

Q16	Secondary Contact Name and Details (board or committee member):
	Name
	Email address
	Phone number
	Position in organisation

Q17 How many unrelated people are on the board or committee that runs your organisation?

Please confirm that you have authority for submission of this application and the potential undertaking it represents.

Name:	
Signature:	
Position in Organisation:	

Completing your application

Please submit your fully completed application form with a copy of:

1. Your most recent accounts, Or, for new organisations, a 12 month projection
And
2. A completed budget sheet in appendix 1

to nhsh.thirdsectorfunding@nhs.scot no later than **15th August 2024**

For general enquiries contact nhsh.thirdsectorfunding@nhs.scot

