

1. Innovation Fund

Southwark adult social care has established a new Innovation Fund of at least £200,000 for voluntary and community sector organisations in the borough.

This one-off grant is intended to support organisations to develop new, financially self sustaining business models to support our Vision for Adult Social Care and the implementation of Personal Budgets for all of our customers.

2. What criteria will bids be measured against?

The fund will be awarded to organisations that can propose innovate ways to support the achievement of our Vision for Adult Social Care.

Bids for the grant or grants are invited under the following categories:

1. Supporting and enhancing peer support opportunities in the borough;
2. Promoting and supporting the creation of networks and resources to support users & carers to carry out support planning;
3. Developing new ways to support adults with learning disabilities into paid employment and/ or to remain in employment;
4. Enhancing user co-production opportunities
5. Increasing the availability of Personal Assistants (PA's) in the borough

There are set criteria within each of these categories that are outlined below.

This fund is for “one off” payments and organisations are expected to show in their bid how the service will continue beyond the period funded by the grant, for instance by individuals purchasing support with personal budgets. While not a scoring criteria, bids that do not evidence how they will be financially sustainable beyond the term of the grant funding will not be considered.

3. Grant amounts

The size of grants awarded will be dependent on the number of grant applications received that demonstrate innovation measured against the criteria.

Your grant request needs to be proportionate to the plans that you detail in your application and can be any amount up to £30,000. You may be awarded a smaller grant than you have requested. It is unlikely that a single bid will receive more than £30,000 and we encourage small bids.

Your organisation can submit an application of your own and/or be part of collaborative, consortia or partnership bids. Your organisation can make multiple applications.

4. Are you eligible to bid for funding?

You can only apply for an Innovation Fund grant if your organisation meets the following criteria:

- You are one of the following third sector organisations: a properly constituted voluntary and community unincorporated charitable association; registered charity; registered as an industrial and provident society; community interest company; or a social enterprise.

5. Decision making process

Assessment and recommendation of bids will be carried out by an advisory panel consisting of senior council officers from Southwark adult social care with an external, impartial social care sector representative. The final decisions will be taken by the Lead Cabinet Member for Health & Adult Social Care in accordance with Southwark Council's Key Decision Making process.

In making the decision, as well as being measured against the grant criteria, the panel will take a holistic view of the bids and services available. Factors such as geographic spread of services; supporting different sections of the community; and ensuring a spread of award across the criteria will be considered when the decision is made.

Scores will be allocated to your bid according to whether the panel judges it 'meets' or 'exceeds' the criteria and whether the application is value for money.

The highest scoring bidders may be invited to discuss their application/s with the panel to clarify points and give scope for dialogue in developing the proposal.

THE CONTEXT FOR ADULT SOCIAL CARE'S INNOVATION FUND

6. Vision for adult social care in Southwark

In 2011, the Council released a vision for the future of adult social care, outlining the key priorities for the department and how it plans to achieve them. Below is an excerpt from the vision. The full vision can be found on the Council website - search for "adult social care vision" or go to this hyperlink:

http://www.southwark.gov.uk/info/100010/health_and_social_care/2086/vision_for_adult_social_care_in_southwark

We want to support people to live independent and fulfilling lives, based on choices that are important to them. Services need to be personalised with a focus on individuals and not institutions, including the continued development of personal budgets as a means for people to exercise choice and control in the support services they decide to access.

To achieve this, we need a fundamental change in the offer to people in Southwark that minimises administrative costs and encourages residents to do more for themselves. We want to find innovative ways of providing support that reduce reliance on formal council services and create financially self sustaining business models. We need to shift the balance of care away from institutional settings such as residential homes or day centres and towards more personalised services in community settings.

7. Application Categories – criteria for bidding

Applications are to be made under one of 5 categories, each with its own bidding criteria. Applications can cover more than one category, but must ensure the essential criteria in each category are met.

A: Supporting and enhancing peer support opportunities in the borough

We are aware that there are a range of peer support groups already operating in Southwark. However, there are gaps in the type of support offered or the type of groups available. This includes:

- Cross generational peer support (including peer support targeted at older people's isolation)
- Peer support that is not focussed on activities e.g. healthy living groups
- Professionally focussed peer support e.g. benefits advice

Bids in this category MUST meet at least one of the following criteria:

- Show innovative ways to support and enhance the range of peer support opportunities available in the borough for any of our client groups;
- Create, support and enhance non activity based peer support opportunities for any of our client groups;
- Support and enhance the range of peer support opportunities available for adults with long term mental health conditions to support the upcoming service changes around their day opportunities;
- Support and promote access to peer support opportunities.

B: Promoting and supporting the creation of networks to support users & carers to carry out their own support planning

We have developed an effective model for Support Planning by professionals and now want to create a similar model of services to enhance the number of creative and effective support plans that are created by the individual and/ or their circle of support.

Bids in this category MUST show how the service will:

- Help users & carers to understand Personal Budgets and the support options available to them, including the support available to manage their money; AND
- Share users & carers' experiences of using Personal Budgets with other individuals, organisations and networks across Southwark (success stories, how people have made it work practically) ; AND
- Ensure plans are produced that evidence creativity in their development and utilise the full range of resources available, including free to access services and community resources that are available to everyone (not just people with an eligible social care need).

Additionally, bids meet at least one of the following criteria:

- Offer training, advice, and resources to support users & carers to carry out their own Support Planning (either individually or in a group);
- Create peer support opportunities to share experiences and learning from Support Planning;
- Facilitate regular action learning or advice sessions to enable users & carers who produce support plans to be creative and effective.
- Support users & carers to review and challenge existing Support Plans to be more creative and outcome focused.

C: Developing new ways to support adults with learning disabilities (including autism) into paid employment and/ or to remain in employment

We recently consulted on a new vision for day and community services for people with learning disabilities. A key focus of that consultation was how we could make sure that day and community services in Southwark help people to lead independent lives through jobs; education; community inclusion and friendships; and sports and leisure. We received a lot of support around this priority, particularly in relation to employment, but many people felt there was not enough support available to help them get or keep a job. We are therefore inviting bids to help us address that gap.

We are looking for bids that can evidence success in either getting people into employment or helping them to keep their employment. Bids can cover just one area or both.

Bidders are encouraged to incorporate successful initiatives or elements of these from other parts of the country but need to bear in mind the socio-economic and demographic context in Southwark.

We are particularly interested in proposals to support young people aged 18-25, working intensively for periods of around six to 12 months to support them into employment, and working with local

education and training providers to pilot new pathways which create real steps into paid jobs for young people who want to work.

As part of the evidence of sustainability, bids must show how individuals can use their Personal Budgets to purchase the employment support offered after the grant period has expired.

D: Enhancing user co-production opportunities

The Council is currently recruiting a co-production lead officer. They will take a strategic and project lead to improve and enhance our engagement with groups and individuals that use Adult Social Care services. To support the work of this officer, we are inviting bids to enhance our user engagement and provide opportunities for real and effective co-production.

Bids in this category **MUST** meet at least one of the following criteria:

- Enable users & carers to share with the Council and the wider user and carer networks, their experiences of Personal Budgets and explore how to improve or enhance those experiences; OR
- Create reference groups that we can consult and work with to review the effectiveness of services and proposals for change (in particular older adults; parent carers and older carers of people with learning disabilities; and people from the LGBT community); OR
- Create mixed groups of service users that we can work with to develop our services.

E: Increasing the availability of Personal Assistants (PA's) in the borough

The availability of skilled, well matched and motivated PA's is vital to the implementation of personal budgets in Southwark. We are looking for bids to increase the availability and capacity of PA's in the borough, either with regards a specific group of service users (e.g. older adults with dementia) or for a general pool.

Bidders will need to show how they will quality assure all PA's provided under the grant funding.

Bids can be to supply PA's to be directly employed by our service users or employed via an agency or other organisation.

8. Guidance notes: completing the application form

These **guidance notes** will help you to provide all the information we require.

If after reading the **eligibility criteria** (section 4) and these **guidance notes** (section 9) you are unclear about whether your organisation meets the eligibility, or you require any clarification please contact Peta Smith on 020 7525 3629 or send an email to: peta.smith@southwark.gov.uk

The criteria for this fund are set above.

It is important that you read the criteria before you complete your application. Your application should indicate clearly which of the criteria you believe are being met, and how.

You do not need to meet all of the criteria, but your application will be measured against the criteria.

9. The application process

The deadline for submission of your completed application is **2pm on Monday 28th January 2013**. **Please note that late applications will not be considered.**

You can complete the application form by hand or you can complete an electronic version. If answering a question by hand and you run out of space, continue your answer on a separate sheet of A4. Make sure extra sheets are marked clearly with the name of the organisation and give the

page number. ***Please keep your answers succinct and to the point. Writing lengthy responses to the questions will not improve the likelihood of your application being successful.***

Your application will be photocopied so please ensure that you write or type clearly, preferably in black ink and in Arial font size 11 (or larger).

10. Completing the application form

1. Give the name of your organisation

Give the name of your organisation as it appears in your legal constitution document. This may be your constitution or Memorandum & Articles of Association. Do not use letters or abbreviations. Give the registered address. If the application is from a consortium or partnership one organisation should take the lead for the purposes of the bid. The form should then indicate which organisations are working together (section 1a).

2. Name and details of contact person

Provide the name, telephone number and email address of a contact who is easily available during the assessment period (29th January to 1st February 2013). Please provide details of a secondary contact if the main contact is likely to be unavailable for any period of time.

3. Please provide details of all the funding you are receiving from Southwark Council in 2012/13 (this financial year)

Give full details of all the funding you currently get from the council, including on-going funding and any one-off funding, such as the Transition Fund.

If you do not receive funding from Southwark Council please state 'none'.

4. Please provide details of all the funding you expect to receive from Southwark Council in 2013/14

Give full details of any contracted or grant funded services that you will be paid for by Southwark Council in the next financial year (2013/14). Where the service or final amount has not been confirmed, please indicate this.

5. Please provide details of the total income you expect to receive from Personal Budgets and self funding customers in 2012/13 (this financial year) & 2013/14

Give details of the income you expect from both Southwark residents and residents of other boroughs. We are asking this to get an understanding of the full range of income to your organisation as well as how much your total income has shifted from direct funding from the Council to Personal Budgets.

6. Please provide an outline of your proposal and indicate which criteria are met.

Please provide an outline of your proposal and indicate which category or categories of the fund you are applying to, including which of the criteria listed on pages two to four are met.

The panel that considers the application needs to have enough clear information on which to base their recommendations.

7. How much funding are you applying for?

The Innovation Fund is £2000,000 in total. The maximum individual grant that will be awarded is £30,000 and we encourage small bids. The amount that you are requesting needs to be proportionate to your proposal and the criteria that it meets.

8. Please explain how this proposal will help your organisation become more sustainable. How will you evidence this?

It's important that your proposal demonstrates how it will become financially self-sustaining as the Innovation Fund is a 'one-off' payment. You must be able to evidence the business case by telling us what you are basing your estimates on and the timeframes for generating income.

9. Please give a breakdown on how you will spend the grant (expand the rows as necessary)

Please provide a breakdown of the costs for your project. Please provide specific details as to how the calculations have been made.

10. Please provide your bank account details, including account number and sort code. Any successful bid will have its grant paid into this account.

11. Please provide details of alternative sources of funding that you have applied for in the last 12 months

Please provide details of other funding bids applied for in the last 12 months. If no other funding has been sought please state the reasons why. Continue on a separate sheet if necessary.

Your answer should include national and local funding applications including the National Transition Fund and state whether the bid was successful. If your bid was successful, state how much you were awarded.

The information gathered here is intended to support the council to understand the efforts of your organisation/s to become financially self-sustaining.

We would not expect to fund an initiative that has already received funding.

11. Declaration

Ensure that the declaration is signed by an appropriate Management Committee member stating their position. An scanned electronic signature will not be accepted.

12. Evaluating the applications

The applications will be checked for eligibility, and will not be scored unless your organisation/s are eligible.

Applications will be scored against the criteria in the following way:

0-Not Met, 1-Met, 2-Exceeded

13. Closing date

Your application/s need to be received by the council by 2pm on Monday 28th January 2013.

Late applications will NOT be considered.

Please retain a copy of the application and evidence that the application was sent (and when) for your records.

14. Timetable for the grant process

10 th December	Launch & application writing
12pm Monday 28 th January 2013	Closing date for applications
29 th January to 1 st February	Assessment and scoring of applications by panel
6 th to 8 th February	Interviews with selected organisations
11 th to 13 th February	Panel final deliberations and recommendation of awards
27 th February	Departmental contract review board consideration of recommendations
4 th to 14 th March	Lead Member consideration and decision on award; including publication of recommendations
5 working days from decision	Key decision call in period
27 th March	Award of grants