



Support in the
Right Direction

**2024-2027 funding information
and guidance notes
July 2023**

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Introduction

The delivery of effective social care plays a significant role in enhancing people's lives and wellbeing. The Scottish Government's vision for social care in Scotland is focussed on creating a fair, person-led, and sustainable system that upholds human rights and dignity.

With the introduction of the Social Care (Self-directed Support) (Scotland) Act 2013, people and carers eligible for social care support in Scotland can exercise choice and control over the type of support they want, who provides it and how it is delivered.

Alongside the legislation, since 2012 the Scottish Government has invested in a network of third-sector organisations to help people use self-directed support options to organise and manage their social care. This help is known as 'independent support'.

Support in the Right Direction (SiRD) is a national programme providing funding to independent support services. The programme is funded by the Scottish Government and Inspiring Scotland is the current strategic delivery partner.

This document provides information and guidance on how organisations can apply for SiRD funding to deliver independent support activities between April 2024 and March 2027. It provides information on who is eligible to apply and what will be funded, alongside guidance on how to complete the application form, what information to include and how decisions will be made.

Section 1: Independent support for social care

Self-directed Support

Self-directed support (SDS) is the way that social care is provided in Scotland. It aims to give people more choice and control over the support they receive to meet their care needs. In simple terms, it means that people who need help with their daily lives, such as older people or people with disabilities, have more say in deciding what kind of support they receive and how it is provided.

Under the 2013 Act, local authorities must offer people who are eligible for social care four choices for how they receive their support. These are known as the SDS options.

Option 1: The local authority will make a direct payment to the supported person to buy support to meet assessed outcomes. This could include support from a care provider or directly employing Personal Assistants.

Option 2: The supported person will select the support they want, but the local authority or an agreed third party will make the arrangements and manage the financial aspect of the provision of care. This is sometimes called an Individual Service Fund.

Option 3: Following discussions with the supported person, the local authority will make the arrangements and either deliver the care or contract another provider to deliver the care.

Option 4: The supported person may use a combination of Options 1, 2 and 3 to organise their care.

Independent Support

The importance of independent support is widely recognised, including in the Independent Review of Adult Social Care, the development of the National Care Service, the 2019-2021 SDS Implementation Plan and the SDS Improvement Plan 2023-2027.

Independent support helps people to choose the best SDS option for them to achieve their goals, in flexible and creative ways, without being restricted to a particular service or service provider.

The purpose of independent support is to help people and carers make informed decisions and plans for their social care, and to support them to have choice and control over those plans. It gives information and advice on social care and the range of options people have available to them under the self-directed support legislation. Using tools such as the [SDS statutory guidance](#), independent support services deliver a range of activities at every stage of a person's social care journey. These activities include:

- information and advice on rights, locally available options, and support services
- guidance on developing support plans (personal outcome and social care planning)
- advocacy to help people express their needs, concerns and preferences
- assistance with social care assessments and processes
- emotional support and peer networks
- training and workshops
- support to be a good employer if this option is chosen

Independent support organisations play a crucial role in enabling people to access social care and self-directed support. A thriving independent support sector is integral to social care in Scotland and without it care users and carers may struggle to access the social care they need and to make use of it in the way they would like.

Funding for independent support

The Scottish Government has invested in the development and delivery of independent support since 2012, most recently through the SiRD programme. This programme started funding independent support activity in October 2018 and current funding is due to end in March 2024.

The SiRD programme launched in 2018 with an aim to increase the delivery of independent support for people who need social care by providing local independent support, advice, and advocacy. Independent support services were funded across 31 local authority areas to provide a range of support to families and carers accessing the social care system, from personal outcome and social care planning, to putting social care plans into action and managing packages of support.

As SiRD has now been running for five years, there is a need to refresh it through a new application process. This means that existing services will be required to re-apply for funding and, in doing so, will have the chance to refresh their work. It also means that other services have an opportunity to apply for funding, including new services that are meeting identified gaps in current delivery.

A consultation in 2021 and evaluation of activity since 2018 have fed into the development of a refreshed SiRD fund for activity over the three years from April 2024 to March 2027.

Section 2: SiRD 2024-2027 programme

SiRD 2024-2027 will build on the success of current delivery and align work with the Scottish Government and COSLA's Self-directed support: Improvement Plan 2023 to 2027 (<https://www.gov.scot/publications/self-directed-support-improvement-plan-20232027/>) which was published in June 2023.

The refreshed SiRD programme will continue to fund the full range of support to families and carers. The aim, fund outcomes and intended evaluation framework have been updated to build on what works, and to address gaps in current provision.

SiRD 2024-2027 aim

The aim of SiRD 2024-2027 is:

To ensure that people who use social care have access to independent support, advice, and advocacy, wherever they live in Scotland.

SiRD 2024-2027 outcomes

The difference that funding of independent support through SiRD will make for people and carers has been summarised in four high-level outcomes for the programme. These are:

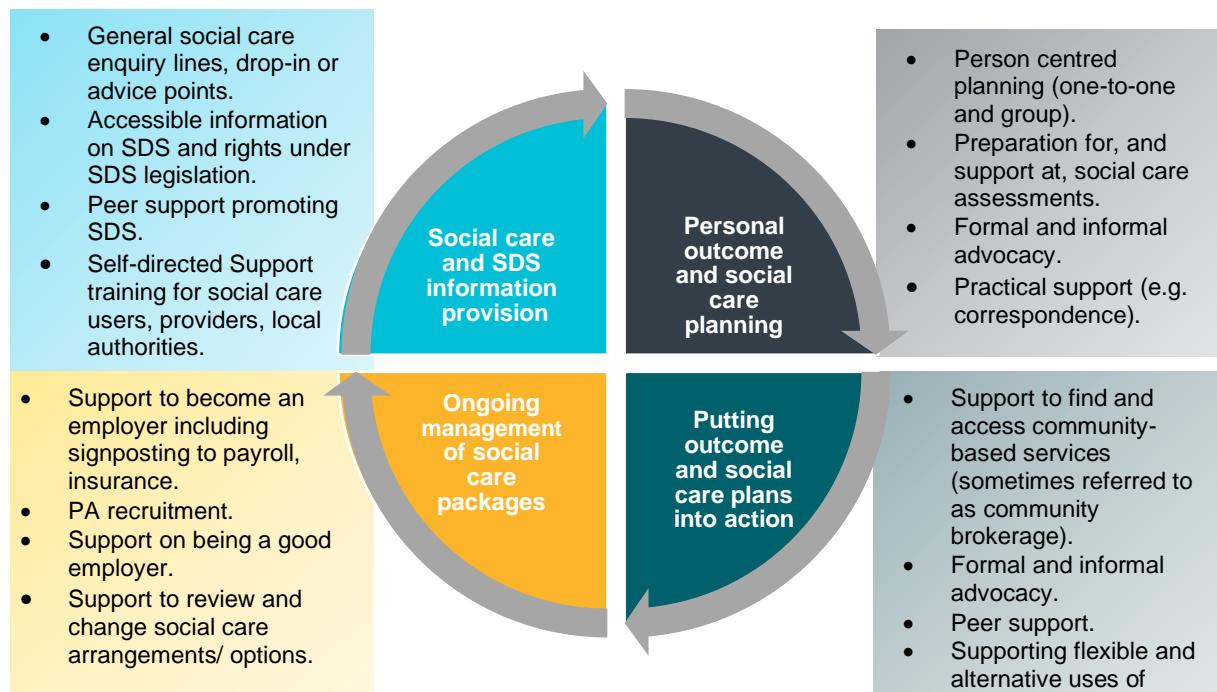
1. Supported people and carers have a better understanding of self-directed support and options for their social care.
2. Supported people and carers feel better able to participate in social care assessments and reviews.
3. Supported people and carers feel they have increased involvement and choice when planning their social care support.
4. Supported people and carers feel more confident to manage their social care package.

These outcomes contribute to the Scottish Government and COSLA's [SDS Improvement Plan 2023-27](#) outcome "supported person and carer's choice over their support". Success here means access to information, advice and advocacy, access to quality support, and control and involvement for supported people over how it is delivered.

SiRD 2024-27 activities

To be able to have the positive impact for people and carers identified in the programme outcomes, and to meet the programme aim, it is expected that a full range of end-to-end support activities will be funded across Scotland.

What we mean by “full range of end-to-end support activities” is set out in the diagram below:



Funded independent support services will be able to provide information, support, and advice at any point of someone’s social care journey – this may mean before, during and after they have had a social work assessment or review.

Based on local criteria however, some people who are seeking help may be assessed by social work as not being eligible for social care. Independent support services are likely to also support people who do not have a social care budget. This support might be to clarify or challenge social work decisions as well as providing signposting and support for people to access community services to help them meet their outcomes.

The ‘logic model’ in [Appendix 1](#) is a graphic showing the intended relationship between funded activities and the impact they will have for people (outcomes).

Section 3: SiRD 2024-2027 application details

Independent support services are now being given the opportunity to apply for SiRD funding to deliver end-to-end independent support between 1 April 2024 and 31 March 2027.

Who can apply

To be eligible to apply for funding you should be based in your local community and:

- Be a not-for-profit organisation.
- Be operating in Scotland.
- Be incorporated. (This is because we consider being incorporated to be the most appropriate legal form for employing staff and entering into contracts.)
- Be registered with the appropriate bodies for your legal entity and status.

Applications are particularly encouraged from user-led groups who have experience of successfully delivering an independent support service, or have demonstrable knowledge of social care, SDS legislation and principles.

Working in partnership

If there are other organisations in your local area that are involved in providing independent support, and who may apply for SiRD funding, it is strongly recommended that you discuss any potential proposal with them. It may be that a partnership application is an option or, following discussions, organisations may apply separately and deliver different elements of the independent support activities.

If a partnership application is the best option, all partners should be eligible to apply, and all partners must directly deliver independent support activities. A lead partner will need to be identified to apply on behalf of the partnership. The lead partner will be responsible for agreeing to the terms and conditions of funding if the application is successful. There will be some specific instructions for partnership applications regarding budget information required (see the application question guidance for further detail).

What you can apply for

Organisations can apply for all the costs needed to deliver the service, including staff costs, service running costs, and overheads. You can include inflationary uplifts in your application, and core costs. You can also apply for capital costs for small items of equipment needed to deliver the service.

When you come to preparing your budget make sure you note the amount of funding that is available, as well as building in enough for participating in the SiRD programme as set out in [Section 4](#).

Funding length and amount available

Funding will be available for three financial years for services to be delivered between 1 April 2024 and 31 March 2027.

The total funding available each year will be agreed by the Scottish Government based on the annual budget passed by the Scottish Parliament. The fund will be at a similar level to the current SiRD programme and distribute funding in the region of £3 million per year.

As the programme aim is to ensure independent support for people wherever they live across Scotland we will need to carefully consider distribution of funding across local geographies. As a guide we anticipate the average level of investment will be up to a maximum of £100,000 per annum per local authority area.

Fund criteria and priorities

The fund criteria and priorities will be used to assess applications and support decisions on which proposals to fund.

Eligibility criteria

These are technical criteria to determine if an organisation is eligible to apply. As set out in [‘Who can apply’](#), to be eligible an applicant organisation (and all partners from applicant organisations) should:

- Be a not-for-profit organisation.
- Be operating in Scotland.
- Be incorporated.
- Be registered with the appropriate bodies for legal entity and status.

You will only receive an application form if you meet all the eligibility criteria.

Funding criteria

All eligible applications received will be assessed as to how well they meet the funding criteria. These are:

- **Fit with the fund aim, outcomes and activities.**
The focus of funded services must be on supporting people, undertaking the full range of independent support activities, and working towards the impact described in the fund outcomes.
- **Experience of successfully delivering an independent support service for people who use social care.**
Applicants must show that they have experience providing direct independent support to people to understand their rights and options under self-directed support legislation and help them to have choice and control over their social care arrangements.
OR
Applicants who do not currently deliver independent support and who are applying to fill a gap in service provision (see [‘Funding priorities’](#) below) must be able to demonstrate knowledge of social care, SDS legislation and principles.
- **Fit with the local context.**
Independent support exists within a local context that determines how social care is delivered, with processes and social care eligibility varying between local authority areas. Funding will be directed at services who understand their local context and who can illustrate their role and relationships in the environment in which they are operating. Applicants should give information about the local context and how their service fits within it. This information should cover how organisations work with local priorities for SDS, who else provides independent support services locally, and the relationship applicants have with local partners and relevant authorities.

- **Evidence that people who use independent support and/or social care are informing activities.**
Applicants will be asked to tell us how the people who use or could benefit from the independent support activity have led, fed into, or influenced the development of the application. We will also want to see how the leadership of the applicant organisation is informed by service users, either as a user-led organisation or through other structures.
- **There is an appropriate budget for delivery.**
Application budgets will need to be clear and detailed as to how the resources required support the proposed activity. Match funding is not required, however if it is in place, it should be clear from the budget what SiRD funds are required to contribute to. All staff funded through SiRD will need to be paid at least the Living Wage.
- **The applicant organisation has appropriate management and governance structures and is financially stable.**
Applicants will need to demonstrate how they have engaged, and functioning leadership and management structures informed by the voices of those they are supporting. Key staff should have the skills to deliver the proposal and the organisation should be financially stable. If you are a CIC, we will also ask you how you ensure separation of duties and manage conflicts of interest when dealing with employment and performance related issues.

Funding priorities

Eligible applications will also be assessed for how well they meet funding priorities. Decisions on the final portfolio of organisations to fund will be made using these priorities as a guide. Funding priorities are:

- Proposals that provide fully accessible, end-to-end independent support for all social care users in a local authority area.
OR
- Proposals that will fill any gaps to achieve fully accessible, end to end independent support for all social care users in a local authority area where some independent support services already exist (with other/local authority funding). For example, additional advocacy, brokerage, or option 1 support.

Within these categories, further priority will be given to proposals that also target groups of people it has been identified would benefit from additional help to access independent support, or to access/use self-directed support to manage their social care. This includes, but is not limited to: people with dementia, autism, addictions, mental health conditions, or sensory loss; people from black and ethnic minority communities; unpaid carers; and young people in transition from children's services.

The fund aim is for everyone to have access to independent support, wherever they live in Scotland. To achieve this spread of service provision within the budget available, it is likely that only one service (or two complementary services) will be funded in each local authority area.

Assessment and decision making

Applications will be assessed by Inspiring Scotland, and eligible applications will be rated against the fund criteria and priorities.

Assessment will be based on the information submitted in the application. Please provide as much information as possible in your application. Do not assume knowledge of your organisation or area and use the information provided under each application question as a guide to the information we want to get in your application answers.

We may contact you if we need additional information, or to discuss elements of your proposed activities. Do not be concerned if you are not contacted with follow-up questions.

Funding decisions will be made by a panel including representatives from Self Directed Support Scotland, the Scottish Government Self-Directed Support Improvement Team and independent stakeholders with knowledge and understanding of social care. If there are more fundable applications than budget available, the funding priorities will be used to help with final decision making.

How to apply

Expression of Interest

To apply for funding, you first need to express your interest by completing this short form: <https://survey.alchemer.com/s3/7393720/Support-in-the-Right-Direction-Fund-2023-Expression-of-Interest>.

Application form

If you are eligible, you will then be sent a link to complete an online application form. This form has been checked for ease of use. Separate technical guidance for completing the online application will be provided. If you are unable to apply using an online form, please contact sirdenquiries@inspiringScotland.org.uk for an alternative.

As part of the online application, you will also be asked to upload and submit:

- A copy of your most recent audited accounts.
- A full budget for your proposal. In your budget you should include a description of all staff costs as well as a breakdown of any budget headings that are over £5000.

Application questions

The questions in the online application form are in [Appendix 3](#). If you are eligible to apply for funding these questions will be sent to you as a Word document. Please use this document to prepare your answers in advance and then cut and paste them into the online form when you are ready to submit your application.

Deadline for applications

All applications must be submitted in full by **midday on Friday 15th September 2023**.

Please note the midday deadline. This is so we can make sure staff are available for any last-minute requests for help with submission.

Key dates

SiRD 2024-2027 fund opens for applications	12th July 2023
Pre application support provided	July and August 2023
Application deadline	midday on 15th September 2023
Assessment	September to November 2023
Assessment decisions	December 2023
Indicative funding decisions announced	December 2023
Funding starts	1 April 2024

Section 4: Evaluation, portfolio activity and funding conditions

When completing your application, it is important to know about expectations for evaluation, and the support provided if you are successful. You should incorporate time for participation in evaluation and SiRD portfolio activity in your application budget. You should also look at the outcome indicators (see '[SiRD 2024-2027 indicators](#)' below) to support your evaluation planning before you apply.

Reporting and evaluation requirements

Successful applicants will be required to actively self-evaluate and commit to sharing learning. All funded services will be expected to gather data to evaluate the impact of their service and contribution to the fund aim; please ensure you allow for this in your budget.

Evaluation of the programme will be primarily through progress reporting. This is where funded organisations will report on indicators, case-studies and feedback they have gathered to show how the activity delivered through SiRD funding has contributed to fund outcomes.

SiRD 2024-2027 indicators

To understand how independent support activities contribute to the fund outcomes, a set of evaluation indicators has been developed. These indicators are the things that will be measured to show how SiRD funded activity is making a difference.

[Appendix 2](#) has the full list of SiRD 2024-2027 outcomes and indicators for measurement.

Funded services will be expected to use these measures through the funding period to contribute to learning about the SiRD programme. Please familiarise yourself with them and think about how you can incorporate these into your own feedback and evaluation methods as the application form asks which outcomes your work will contribute to, and which indicators you will measure.

Other data

Funded services will also be expected to collect equality data about the people who are receiving independent support and information about their social care journeys. This will include information such as which SDS option they are using, and whether they have been assessed as eligible or not for social care.

The full framework for this will be developed, and funded groups will be supported to implement it. All information gathered will be used to evidence, and inform policy makers, how people are accessing independent support and using self-directed support options locally.

Portfolio events

Funded organisations will form the SiRD "portfolio", with the opportunity to come together regularly with similar organisations to network, share skills and best practice, and to receive training. When planning your application, you should ensure that you allow time for attendance at these events as well as other partnership working you will need to do locally.

Fund management

Funded organisations will be expected to work closely with an appointed strategic delivery partner who will act as Fund Managers for the SiRD programme. Fund Managers have a remit to build upon the success of the current SiRD programme and further develop independent support across Scotland.

Inspiring Scotland is the current strategic delivery partner for the SiRD programme. Inspiring Scotland was formed in 2008 to identify and solve the entrenched social problems faced by Scotland's people and communities. We are a registered Scottish charity and have grown to be one of the world's largest venture philanthropy organisations.

Section 5: How to get more help and advice

If you have any questions about the SiRD fund, or the application process, you can email sirdenquiries@inspiringscotland.org.uk

Surgery sessions

Inspiring Scotland will be offering 30-minute appointments during July and August if you would like to talk about your proposal before applying. We recommend that you book an appointment if you are not sure whether to apply or whether your proposal is a good fit with the fund aim and priorities.

To book a session please email sirdenquiries@inspiringscotland.org.uk

Frequently asked questions

We will also be keeping track of frequently asked questions and will share these with everyone who receives an application form. You can also find these here: [SiRD 2024-27 Application FAQs](#)

Accessibility

We want this information and application to be as accessible to as many people as possible. If there are barriers to you accessing the information or application form, or you would like an Easy Read version of these guidance notes, please get in touch.

You can contact us by email: sirdenquiries@inspiringscotland.org.uk or by telephone on 0131 442 8760, but please note that as staff work remotely you may need to leave a message.



Contact us via an online
Sign Language Interpreter
Contact Scotland BSL

You can also contact us through an online British Sign Language Interpreter using [Contact Scotland BSL](#).

You may find the information on the Ability Net website [mycomputermyway](#) useful in providing help on how to adapt your phone, computer or tablet to meet your needs.

Social media

You can also follow us on social media where we will post information about the programme.



[@InspiringSland](#)
[@InspScotlandSDS](#)



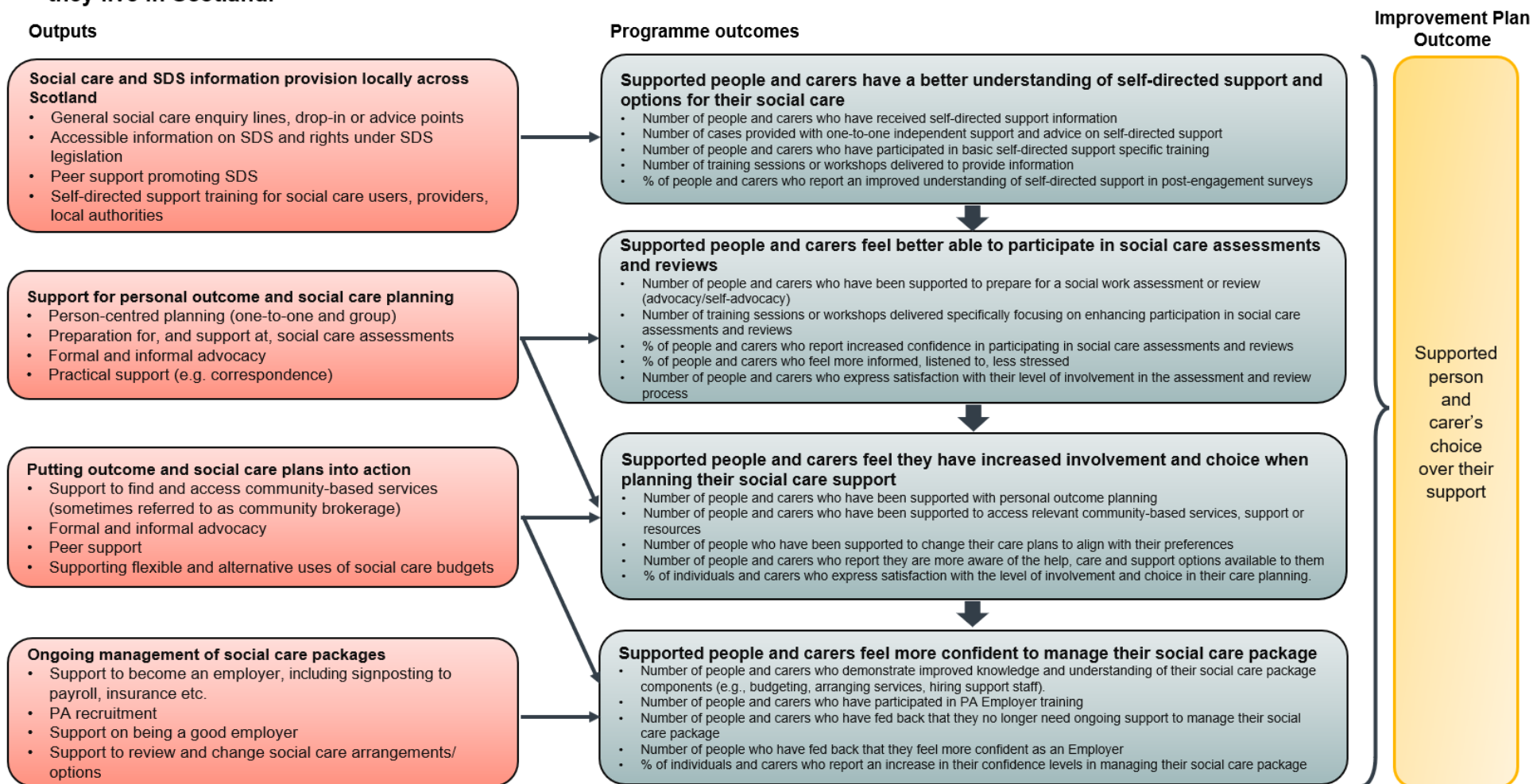
<https://www.linkedin.com/company/inspiring-scotland>



<https://www.facebook.com/InspiringScotland/>

Appendix 1 – SiRD 2024-2027 logic model

Programme aim: Ensure that people who use social care have access to independent support, advice, and advocacy wherever they live in Scotland.



Appendix 2 – SiRD outcomes and indicators

1. Supported people and carers have a better understanding of self-directed support and options for their social care.

- Number of people and carers who have received self-directed support information
- Number of cases provided with one-to-one independent support and advice on self-directed support
- Number of people and carers who have participated in basic self-directed support specific training
- Number of training sessions or workshops delivered to provide information
- % of people and carers who report an improved understanding of self-directed support in post-engagement surveys

2. Supported people and carers feel better able to participate in social care assessments and reviews.

- Number of people and carers who have been supported to prepare for a social work assessment or review (advocacy/self-advocacy)
- Number of training sessions or workshops delivered specifically focusing on enhancing participation in social care assessments and reviews
- % of people and carers who report increased confidence in participating in social care assessments and reviews
- % of people and carers who feel more informed, listened to, less stressed
- Number of people and carers who express satisfaction with their level of involvement in the assessment and review process

3. Supported people and carers feel they have increased involvement and choice when planning their social care support.

- Number of people and carers who have been supported with personal outcome planning
- Number of people and carers who have been supported to access relevant community-based services, support or resources
- Number of people who have been supported to change their care plans to align with their preferences
- Number of people and carers who report they are more aware of the help, care and support options available to them
- % of individuals and carers who express satisfaction with the level of involvement and choice in their care planning.

4. Supported people and carers feel more confident to manage their social care package.

- Number of people and carers who demonstrate improved knowledge and understanding of their social care package components (e.g. budgeting, arranging services, hiring support staff).
- Number of people and carers who have participated in PA Employer training
- Number of people and carers who have fed back that they no longer need ongoing support to manage their social care package
- Number of people who have fed back that they feel more confident as an Employer
- % of individuals and carers who report an increase in their confidence levels in managing their social care package

Appendix 3 – Application questions

This section contains all the questions you will be asked in the online application form.

Section 1: Organisation details

1. Organisation name

2. Application main contact

First name

Last name

Position in organisation

Contact phone number

Contact email address

3. Organisation registered address

4. Organisation website *not mandatory question*

5. Organisation social media accounts *not mandatory question*

6. Is the organisation a registered charity? *Question type: Yes or No checkbox*

To answer 'Yes' you must be registered with OSCR or the Charity Commission and provide your registration number.

7. What is the organisation's legal form? *Question type: Checkbox*

- Company limited by guarantee. *If selected: Please provide the company registration number.*
- Company limited by shares. *If selected: Please provide the company registration number.*
- Scottish Charitable Incorporated Organisation (SCIO).
Please note that being a SCIO is different from just having Scottish charitable status and is a specific legal form. Please make sure you are a SCIO before selecting this option. [OSCR](#) has more information on SCIOs. *If selected: Please provide the registration number.*
- Community Interest Company. *If selected: Please provide the registration number.*
- Other. *If selected: Please tell us what your legal form is.*

8. Are you applying in partnership with any other organisation(s)? *Question type: Yes or No checkbox*

Only select Yes if the proposal is a joint initiative between you and another organisation(s), where you would enter into a partnership agreement to deliver the activities outlined in this application and all partners would receive a portion of the funding being applied for. The lead organisation named at Question 1 must directly deliver some of the independent support activities in the application and will be responsible for agreeing to the terms and conditions of funding if the application is successful.

If 'Yes' is selected: Please provide the name, registered address, and relevant charity or company registration numbers of the partner organisation(s)

9. Where do you currently deliver services? *Question type: Tick boxes of all Scottish local authority areas*

Section 2: About the proposed activity

10. Which of the SiRD activities are you applying for funding to deliver?

These are described on pages 6 and 7 of the Guidance Notes.

- **Social care and Self-directed Support information provision** If selected, subsequent tick boxes are shown to select:
 - General social care enquiry-lines, drop-in or advice points
 - Accessible information on SDS and rights under SDS legislation
 - Peer support promoting SDS
 - Self-directed Support training for social care users, providers, local authorities
- **Personal outcome and social care planning (before and during assessments and reviews)** If selected, subsequent tick boxes are shown:
 - Person centred planning (one-to-one and group)
 - Preparation for, and support at, social care assessments
 - Formal and informal advocacy
 - Practical support (e.g. correspondence)
- **Putting outcomes and social care plans into action (sometimes called community brokerage)** If selected, subsequent tick boxes are shown:
 - Support to find and access community-based services
 - Formal and informal advocacy
 - Peer support
 - Supporting flexible and alternative uses of social care budgets
- **Ongoing support to manage a social care package** If selected, subsequent tick boxes are shown:
 - Support to become an employer including signposting to payroll, insurance etc.
 - PA recruitment
 - Support on being a good employer
 - Support to review and change social care arrangements/ options.

11. Describe how you will deliver the activities you selected in Question 10 and who will deliver them. *Question type: Free text box, Word limit: 500 words*
Include the role of any partners if you answered Yes to Question 8.

12. Who do you anticipate supporting through these activities? *Question type: Free text box, Word limit: 500 words*

Tell us if you plan to:

- support all social care users. If so, how you will make sure that all social care users access your activities and how you will know if they are doing so. and/or
- if you will focus on any groups of people who need specialist support or additional help to access independent support, social care and self-directed support. If focusing on groups of people, tell us who they are and any particular support they may require.

13. How have people who use (or could use) your services fed into or influenced the development of your proposal and how will you ensure they

continue to do this if your application is successful? *Question type: Free text box, Word limit: 500 words*

Tell us if you spoke to anyone, who they were and what they told you.

14. What local authority area(s) will you deliver these activities in? *Question type: Tick boxes of all Scottish local authority areas*

You can apply to work in more than one local authority area, but you will be asked to demonstrate how you fit into the local context for each area.

15. Please select which of the SiRD outcomes your proposed activities will help to deliver.

For each outcome you select, tell us which of the identified indicators you will measure to help find out if the outcomes have been achieved.

The SiRD outcomes and indicators are described in the Guidance Notes. Only select indicators and tell us about activities for the outcomes you select.

Question type: Check boxes

Outcome 1: Supported people and carers have a better understanding of self-directed support and options for their social care

Select the indicators you will measure for this outcome:

- Number of people who have received self-directed support information
- Number of cases provided with one-to-one independent support and advice on self-directed support. (One case includes the person using social care as well as their family and carers, so more than 1 person may be supported through a single case)
- Number of people who have participated in basic self-directed support specific training
- Number of training sessions or workshops conducted
- % of people and carers who report an improved understanding of self-directed support in post-engagement surveys

Do you have any other indicators you would like to use in relation to this outcome? *Question type: Yes/ No Check boxes*

If Yes – List them.

How will your activities contribute to this outcome for people? *Question type: Free text box, Word limit: 250 words*

Question type: Check boxes

Outcome 2: Supported people and carers feel better able to participate in social care assessments and reviews

Select the indicators you will measure for this outcome:

- Number of people and carers who have been supported to prepare for a social work assessment or review (advocacy/self-advocacy)
- Number of training sessions or workshops conducted specifically focusing on enhancing participation in social care assessments and reviews
- % of people and carers who report increased confidence in participating in social care assessments and reviews
- % of people and carers who feel more informed, listened to, less stressed

- Number of people and carers who express satisfaction with their level of involvement in the assessment and review process

Do you have any other indicators you would like to use in relation to this outcome? *Question type: Yes/ No Check boxes*

If Yes – List them.

How will your activities contribute to this outcome for people? *Question type: Free text box, Word limit: 250 words*

Question type: Check boxes

Outcome 3: Supported people and carers feel they have increased involvement and choice when planning their social care support

Select the indicators you will measure for this outcome:

- Number of people and carers who have been supported with personal outcome planning
- Number of people and carers who have been supported to access relevant community-based services, support or resources
- Number of people who have been supported to change their care plans to align with their preferences
- Number of people who report they are more aware of the help, care and support options available to them
- % of individuals and carers who express satisfaction with the level of involvement and choice in their care planning.

Do you have any other indicators you would like to use in relation to this outcome? *Question type: Yes/ No Check boxes*

If Yes – List them.

How will your activities contribute to this outcome for people? *Question type: Free text box, Word limit: 250 words*

Question type: Check boxes

Outcome 4: Supported people and carers feel more confident to manage their social care package

Select the indicators you will measure for this outcome:

- Number of people who have participated in PA Employer training
- Number of people and carers who demonstrate improved knowledge and understanding of their social care package components (e.g., budgeting, arranging services, hiring support staff).
- Number of people who have fed back that they no longer need ongoing support to manage their social care package
- Number of people who have fed back that they feel more confident as an Employer
- % of individuals and carers who report an increase in their confidence levels in managing their social care package

Do you have any other indicators you would like to use in relation to this outcome? *Question type: Yes/ No Check boxes*

If Yes – List them.

How will your activities contribute to this outcome for people? *Question type: Free text box, Word limit: 250 words*

16. How will you know that your activities have contributed to these outcomes for people? *Question type: Free text box, Word limit: 500 words*

How will you monitor and evaluate the ongoing impact of your work? Tell us what tools you will use to gather feedback and measure the indicators you have selected and what system you will use to monitor cases.

17. Do you have previous experience of delivering independent support activities?

- **Yes** *If selected:* Tell us about your track record of delivering independent support activities.

For example, what did you do, who did you work with (people and organisations) and how do you know if what you did was successful?

Question type: free text box, Word limit: 500 words

- **No** *If selected:* Why are you well placed to start delivering independent support services?

For example: How does this fit with what you currently do? (Tell us what your existing activities are). What knowledge do you have of how social care works and self-directed support legislation and principles? Do you have skills and experience of working with social care users?

Question type: free text box, Word limit: 500 words

18. Will you have to recruit new staff to deliver the activities outlined in this proposal?

- **Yes** *If selected:* How will you ensure they develop the relevant skills and knowledge to deliver the proposed activities?

Question type: free text box, Word limit: 250 words

- **No** *If selected:* What skills and experience do your current staff have to deliver the proposed activities?

Question type: free text box, Word limit: 250 words

19. Why is your organisation best placed to deliver the proposed SiRD activities in the local authority area(s) you plan to work in? *Question type: Free text box, Word limit: 500 words*

For example, tell us about:

- Your understanding of the local context for social care and self-directed support. What do you know about how social care and self-directed support works locally?
- Do you have an active relationship with the local authority/council/HSCP? How does this work? What forms does it take?
- Do you have active relationships with other local organisations working in the field of social care and how do these relationships work? For example, who are they, do you signpost to them, how?
- Does the local authority/council/HSCP or any other organisations (tell us who) refer people to your current services? How does this work?

- Would staff have a physical presence in the area, and if not, how would you ensure they are able to support people living there and make and maintain local connections?
- Anything else that demonstrates how you fit in the local context.

Section 3: Cost and budget

20. How much funding are you requesting from SiRD? *Question type: numeric box*

21. Are the total costs of your proposal more than the amount you are requesting from SiRD? *Question type: Check boxes*

- Yes *If selected: Where will the rest of the funding come from? Question type: Free text box*
 - Is this funding secured?
- No, we're asking SiRD for all of the proposal costs

22. Please complete and upload the Budget template with details of what items the funding requested would be spent on.

You will be sent a link to the budget template along with the application form. If you are applying in partnership with other organisations, show what funding is going to each partner in the budget template.

23. How many staff will you employ to deliver the proposed activities, what are their roles and salaries?

We will ask you tell us the following for each member of staff:

- Job title
- FTE salary (£)
- Hours to be funded by SiRD
- Funding requested (£)

We will also ask you to confirm that the above salaries meet at least the National Living Wage

Are you an Accredited Living Wage Employer? Yes/No

24. With the budget you are proposing, how many total cases do you anticipate all staff working on the service will be able to support at any point in time?

Question type: numeric box

One case includes the person using social care as well as their family and carers, so more than 1 person may be supported through a single case.

25. How many cases would you expect to be able to support over 12 months?

Question type: numeric box

Section 4: About your organisation

26. Is your organisation user led?

We define user led organisations to be those where over 50% of the governing body are people who either use, have used, or could potentially use the services your organisation provides.

Only select Yes if your governing body meets this definition.

- Yes
- No *If selected*, Tell us how your leadership is informed by service users in your answer to the next question.

27. Tell us about your governance, leadership and management arrangements.

Question type: Free text box, Word limit: 500 words

Also tell us how your leadership is informed by service users.

If you are a CIC, tell us how you will ensure separation of duties and manage conflicts of interest when dealing with employment and performance related issues.

ALSO TELL US THE FOLLOWING IF YOU ANSWERED YES TO QUESTION 8.

If you are applying in partnership, tell us how you will manage this and any experience you have of working in and managing partnerships and whether this has been successful *Question type: Free text box, Word limit: 500 words*

28. Financial signatories

Please confirm by ticking the box that you have separation of financial duties so that one person cannot authorise, make, and record payments.

29. What active protocols or policies do have in place that guide your work.

Tick all that apply:

- Safeguarding (for children and young people and/or vulnerable adults)
- Data protection (GDPR)
- Equality and diversity policy
- Health and safety
- Risk management
- Financial procedures (conduct)
- Disciplinary and grievance
- Complaints
- Conflict of Interest
- Whistle blowing
- Fair Work First principles

30. Please upload a copy of your latest accounts

Your accounts should meet all requirements as determined by your legal and/or charitable status and income level.

31. What percentage of your annual income would the funding you have requested from SiRD represent? *Question type: numeric box*

32. What is your free reserves policy and are you meeting it? *Question type: free text box, Word limit: 250 words*

33. If you have received Scottish Government funding in the last three years (other than through SiRD), give details of how much you received, what it was for, over what period and which policy area(s) provided the funding. *Question type: free text box, Word limit: 250 words*

34. Do you receive any funding from a Local Authority or Health and Social Care Partnership to deliver advocacy or independent support services? (This will not count against your application; we are keen to identify where SiRD funding can complement Local Authority funding).

- **Yes** *If selected:* Who do you receive funding from and what services do they fund you to deliver? If you choose to you can also tell us how much funding you receive from them each year.
- **No**

Declaration

The SiRD programme is funded by the Scottish Government who are subject to the provisions of the Freedom of Information (Scotland) Act 2002. Please therefore note that information provided by Inspiring Scotland to the Scottish Government about your application may be disclosed in accordance with this legislation.

By completing this application, you authorise Inspiring Scotland to hold any information supplied in its electronic or manual records and that the information supplied can be used for the purposes of assessment; publicity or promotion of any award; or passed on to other external third parties without the need for further consent to be obtained.

Inspiring Scotland recognises its obligation to handle personal data it collects and uses in accordance with data protection legislation and best data protection practices. We will only collect personal data which is necessary for us to do our job and where we have a legitimate interest in doing this. By completing this form, you are agreeing to the terms of Inspiring Scotland's privacy statement found here <https://www.inspiringscotland.org.uk/privacy-statement/>. Any questions regarding this Policy and our privacy practices should be sent by email to enquiries@inspiringscotland.org.uk

We ask for two signatories for the application. The declaration should be signed by authorised signatories. These include a Treasurer, Trustee, Chair, Secretary, Director, Company Secretary, Financial Controller or Chief Executive.

You will be asked to upload an application budget and your latest accounts when you submit your application.

After submitting your application, you will automatically be sent a feedback survey which asks about your experiences of applying.

Inspiring Scotland

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