

Annex A: Guide to submitting your bids

BID CRITERIA

The following table provides

- the purpose of the national support and information fund,
- its key priorities
- the bid assessment criteria that will be used to assess all bids for the £8.4m in available funding.

The bid criteria were developed and agreed by the Scottish Government SDS policy team and stakeholders.

SUPPORT/INFORMATION FUNDING – 2015-2018 BID ASSESSMENT CRITERIA
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The Self-directed Support Strategy sets out a vision for high quality, accessible advice and support which informs individual choice and promotes self-direction and independent living. Good quality advice and support has a key role in enabling informed choice and in supporting a person's pathway through support.

PURPOSE OF THE FUND

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| <ul style="list-style-type: none">• To develop the capacity, quality and availability of independent advice and support across Scotland, to support the development of SDS at national and local level. |
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FUND PRIORITIES

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| <ul style="list-style-type: none">• To build the capacity of independent advice and support, particularly in areas where this does not exist or is very limited.• To address the support and information needs of all SDS user groups, including carers• To support the development of a range of advice and support services in conjunction with the relevant local authorities, linking in to existing structures which are available, building on good practice and developing new models• To evaluate the approaches taken within funded bids to support sustainability in the longer term, including informing future commissioning strategies |
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BID ASSESSMENT CRITERIA – THESE ARE THE CRITERIA ON WHICH ALL BIDS WILL BE ASSESSED
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User and carer focus:

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| <ul style="list-style-type: none">• Bids should demonstrate how they will meet the needs of, and represent the individuals they intend to provide a service to (or have the evident potential to do so over the timescales outlined in the bid). Building the capacity to become user and carer involved, or led, can significantly evidence an aim to achieve the most effective representation. |
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Governance:

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| <ul style="list-style-type: none">• Bids should set out clear and effective governance arrangements of the organisation(s) involved, and clear arrangements for the management and delivery of the project. |
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Local authority relationship:

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| <ul style="list-style-type: none">• Bids should set out the nature of the relationship(s) with the relevant local authority(ies) and should evidence commitment from the local authority(ies) to engage with the project's activities ensuring that it is part of, and adding value to, local SDS implementation strategies. Successful engagement with local |
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authorities can be key to a projects development and success.
Bids from national organisations should outline how they will deliver at a local level. All projects should demonstrate an element of support and partnership working with the local authority.

Sustainability:

- New activities must demonstrate that the work can become sustainable i.e. direct funding with local authority/NHS; social enterprise; linking with communities to develop an asset based approach.

Innovation:

- Bids should demonstrate innovative ways to provide support and information and demonstrate an understanding of current challenges.

Evaluation:

- Bids should demonstrate an understanding of self-evaluation and participatory evaluation methods to capture progress in achieving better & different outcomes. Evidencing of outcomes and how these tie in with strategy is required.
- Bids should make a commitment to share learning from the project with others to help promote good practice and quickly identify barriers to successful implementation.
- Bids should include a clear self-evaluation plan including outcomes, indicators, activities and collection methods.

Outcomes - people and carers eligible for SDS:

- access clearer information about SDS
- are more aware of the support available to access and manage SDS
- make informed choices about SDS

Outcomes - statutory services and independent care providers

- increase their capacity to deliver SDS
- access additional information about people's situations
- provide holistic and person-centred solutions

Addressing the gaps: Bids should seek to address current gaps in provision or expertise, making the connections with health and social care partnerships.

Examples of some of the main areas are as follows but the list is not exhaustive:

- * children and families (incl. nursery/primary ages);
- * "transition services" (i.e. children's services to adult and adult services to older people);
- * older people;
- * remote or rural areas(geographical areas where there is a lack of support);
- * preventative care/support;
- * mental health
- * portability of support.
- * support for individuals looking to access individual service funds.
- * support for people looking to employ PA's.
- * building capacity for digital inclusion.
- * vulnerable groups

There may be additional areas not identified in the list above however bids should demonstrate how their project will provide evidence of any additional areas identified.