

**Guidance Notes for Applicants Catalysts for Change 2021/22**

***What’s it all about?***

* Catalysts for Change (CfC) offers funding of up to £5,000 to help community nurses across Scotland - and their local partners - to explore and develop short-term projects that prevent, reduce or overcome healthinequities and improve people’s health and wellbeing.
* Projects must be led by a community nurse based in Scotland.
* In 2021/22, we will consider supporting work that:
  + responds to the unique challenges and opportunities arising from the COVID-19 pandemic;
  + prevents, or mitigates the impact of, *Psychological Trauma (Toxic Stress);* or,
  + otherwise leads to greater health equity for individuals, groups and/or communities.
* **The closing date for applications is Thursday 26 November 2020 at noon**. Pre-application discussions with QNIS staff are strongly encouraged.
* The projects selected for funding will begin before April 2021. They are expected to have a 12-month *implementation* period. Support is offered by QNIS and the Community Fund.

**Priorities for 2021/22**

The overall intention of the Catalysts for Change programme is to assist community nurses *anywhere in Scotland* to improve lives and life chances in their local areas. The focus is on helping people who have been marginalised or are facing inequalities. Another goal is to encourage closer, mutually beneficial relationships between nurses and their communities.

Catalysts for Change projects must be realistic and propose actions that can be successful in a world where the pandemic and its effects continue to be present.

For the second time, this QNIS programme will be delivered in partnership with The National Lottery Community Fund in Scotland; previously known as the Big Lottery.

As a result of the additional funding from the Community Fund, there will be twice as many projects supported each year as was originally the case (12 instead of 6). In 2021/22, we will consider supporting work that fits *any* of the following:

* + responds to the unique challenges and opportunities arising from the coronavirus pandemic;
  + prevents, or mitigates the impact of, *Psychological Trauma (Toxic Stress);* or,
  + otherwise leads to greater health equity for individuals, groups and/or communities.

This link [Highlight] leads to a brief description of the current Catalysts for Change projects. Examples from previous years can also be found on the QNIS website.

Although diverse, the common thread running through all of them is an exploration of new ways to achieve greater health equity. Catalysts for Change projects are fundamentally about community nurses working in close collaboration with individuals, families and local groups to prevent, reduce or overcome the specific issues adversely affecting them.

A strong application for a Catalysts for Change project should be:

* **People-led** – meaningfully involving the people you’re working with in the development, design and delivery of your activity.
* **Strengths-based –** making the most of, and building on, the skills and experiences of people and assets within communities.
* **Connected** – having a good understanding of what others are doing locally, developing good working relationships and complementing and adding value to other relevant activity in your area.

There is symmetry between QNIS giving priority to ‘community nurse-led’ projects and the Community Fund’s focus on ‘people-led’ ones. The common ground is a very strong preference for activities that are: a) informed and guided by the lived experience of all the participants (including the community nurses); and, b) implemented in a way that embodies an ethos of trust, kindness, respect and shared decision-making among participants.

All applications will be considered together, rather than in separate categories. What matters most are the quality and potential benefits of the proposed project in relation to promoting health equity or preventing/reducing health inequalities.

Preventing, or recovering from, *Psychological Trauma (Toxic Stress)* was the theme emerging after consultation with a range of Scotland’s community nurses last year. NHS Education for Scotland has produced [extensive resources on this topic](https://www.nes.scot.nhs.uk/media/3983113/NationalTraumaTrainingFramework-execsummary-web.pdf). This topic could include (*but is not limited to*) preventing, countering or overcoming:

* Threats to mental health and wellbeing resulting from COVID-19 and/or from other consequences of this pandemic
* The psychological trauma resulting from adverse childhood experiences
* The negative mental and emotional consequences of chronic physical health conditions (whether or not they are related to COVID-19)
* Persistent loneliness, social isolation and/or discrimination at any age
* The stress resulting from intimate partner violence and/or coercive control
* The adverse impacts arising from long-term caring and/or bereavement
* Psychological harm resulting from being marginalised (e.g. homeless or a refugee)
* Stress experienced by vulnerable adults who are the victims of scamming, fraud and other types of financial abuse

A remarkable number of the previous Catalysts for Change projects have gone on to make a meaningful and lasting difference in people’s health and wellbeing. One recent example is CfC Project Lead Sarah Everett of the Yellow Practice in Govan, who won the 2019 Royal College of Nursing’s *Patient’s Choice Award* – the only Scottish winner. She led the Catalysts for Change project that created the Govan Men’s Shed. We are keen to continue the CfC’s positive track record.

**Why apply to Catalysts for Change?**

Although both the funding (up to £5,000) and the time (approximately one year) are limited, previous participants in the Catalysts for Change programme have been able to make a difference and collated the evidence for an intervention to be sustained. A survey of all previous Project Leads revealed that nearly all still rate the experience highly and continue to see themselves as change makers. Other benefits include:

* The satisfaction of seeing people with whom you work gain confidence and competence as they improve their health, wellbeing and sense of agency;
* Participating in a series of workshops among Project Leads that result in peer support and professional development networks;
* On-going assistance primarily from QNIS, but also from the Community Fund;
* National platforms highlighting each project’s accomplishments and opening doors to new opportunities; and,
* Strengthening and expanding bonds within your own communities.

**Who is eligible to apply?**

The applicant (who will become the Project Lead) must be:

* A registered nurse in Scotland working in a community setting
* Currently practicing in a relevant role
* Able to show evidence of support from a line manager (or equivalent) to complete the proposed project
* Able to provide evidence that one local agency/organisation will administer the funds allocated to each CfC project, i.e. become the grant holder*. Please note that the grant holder does not lead or control the project.*

Sustained change usually involves teamwork. Applicants are encouraged to bring together a group of people with the commitment and talents needed to help the proposed project succeed. It is recommended this team includes a colleague with evaluation skills.

**CfC Projects Leads are expected to:**

* Be the actual leader of, and decision-maker for, this project.
* Secure the participation of an appropriate grant holder (charity, private or public) that will receive, administer, distribute and maintain records on all CfC project funds.
* Organise invoicing for project funds by the grant holder. These will be given in three tranches; one at the beginning of the project; the second after submission of a satisfactory interim report; and, the third/final one after an approved final report.
* Provide a short summary, and an image representing the project, for the QNIS website.
* Cooperate and collaborate with the QNIS and Community Fund communications teams in order to document, publicise and share the story of your project.
* Deliver the project objectives by working closely with at least one other relevant organisation in your community.
* Engage positively with QNIS and Community Fund staff.
* Attend three one-day Catalysts for Change workshops (virtual or in-person) at dates to be determined in 2021.
* Submit an interim report after six months that sets out the progress made, key learning points, plans for the next six months and a financial update.
* Carry out the project in accordance with the project application -- and notify QNIS, as early as possible, of any significant changes anticipated as the project develops.
* Acknowledge QNIS and the Community Fund in all project presentations and publications.
* Make any knowledge gained from your CfC project freely available to others.
* Present the findings of your project at one or more QNIS conferences and events.
* Ensure accurate financial records of your CfC project are kept and shared with QNIS.
* Provide a high-quality final report (up to approximately 5,000 words).

**Application process**

Please download the application form, which can be found here. [Add link]

*You are welcome to contact QNIS by email* [*jonathan.sher@qnis.org.uk*](mailto:jonathan.sher@qnis.org.uk) *or* [*sarah.doyle@qnis.org.uk*](mailto:sarah.doyle@qnis.org.uk)*, - or on 0744 333 1953 - if you have any questions or concerns in advance of applying. QNIS staff are also available for a pre-application conversation about your Catalysts for Change idea.* ***Discussing your project with QNIS well before the application deadline is strongly encouraged****.*

The *fully completed* application form should be emailed to: [dawn.cruse@qnis.org.uk](mailto:dawn.cruse@qnis.org.uk), or sent by post/courier to: Queen’s Nursing Institute Scotland, 31 Castle Terrace, Edinburgh EH1 2EL (postmarked by 26 November 2020).

**The closing date for applications is Thursday 26 November 2020 at noon**. Neither incomplete nor late applications will be considered.

All complete applications submitted by eligible applicants will be reviewed first by QNIS and Community Fund staff and then by the independent Catalysts for Change Steering Group.

**Successful project proposals will be selected based upon:**

* The quality of the case made in the application
* Alignment with CfC’s objectives/guidance and the Community Fund’s approaches
* The importance of the proposed project’s issues, opportunities and potential impact
* Confidence in the capacity of the applicant and partners to do exceptional work
* The likelihood of becoming a Catalyst for Change within and beyond the community

Decisions will be communicated to all applicants during December 2020. The projects selected will begin by April 2021. They are expected to be completed after 12 months of *implementation*. The months between the project’s approval and its start date should be used to strengthen planning, development and recruitment prior to implementation.

**We appreciate your interest and look forward to hearing from you.**