

Catalysts for Change



Guidance Notes for Applicants

Introduction and purpose

The purpose of this programme is to provide funding to nurses in the community to lead short, innovative development projects in collaboration with others, focused on addressing inequalities and enabling health and wellbeing. Inequalities in health continue to be a major issue within Scotland; when community based nurses work in ***genuine partnership*** with third sector and community groups then together we can improve the health and wellbeing of the most vulnerable in society.

The integration of health and social care offers an opportunity to work in different ways and nurses in the community are ideally placed to lead on building relationships at a local level. We will give preference to projects which are co-designed or even co-produced with individuals, families or communities.

Building on the success of the Catalysts for Change projects in 2015, and 2016 <https://www.qnis.org.uk/resource-hub/catalysts-for-change/>, QNIS is keen to fund another series of projects. Grants of up to £5,000 are available. The focus of the work should be on generating or rehearsing ideas with a particular marginalised group that embraces the integration agenda, contributes to reducing inequalities and/or empowers individuals, families and groups to improve their health and wellbeing. The projects must also be able to demonstrate added value in terms of the creative connections that are being generated through the work. The projects will be small scale, aim to change culture or practice to build good health, and may involve scoping a need or piloting a new way of working.

Programme Aims

The Catalysts for Change programme is designed to enable nurses and their partners in the community to achieve one or more of the following:

- Make a contribution to reducing inequalities in health.
- Promote health and wellbeing
- Build relationships that enable culture change by developing a shared vision/language
- Enable and involve individuals, groups or communities who may be considered excluded or marginalised

Application process:

Please download the application form, which can be found on the QNIS website. The completed form should be sent to Fiona Fitheridge at Fiona.fitheridge@qnis.org.uk

The closing date for applications is Monday 5th June 2017 at 12 noon. Applications received after this point will not be considered. Incomplete applications will not be considered. ***Please double check your application before submission.***

Assessment criteria:

Successful project proposals will be selected on the basis of:

- The quality of the application
- Alignment with, or potential to deliver on, the programme aims
- Evidence of the right people involved in the project team to deliver the project
- Evidence that the team has considered the ethical issues of engaging with potentially vulnerable groups (appendix 2).

Proposals are invited from teams who include a nurse working in the community, and a range of others from across agencies and sectors with the skills needed to make a difference. Teams are encouraged to include a team member from a university or practice development team to support the evaluation of the project.

The lead applicant must have:

- ✓ Current NMC registration
- ✓ Current employment in a community based role in Scotland
- ✓ Evidence of support from his or her line manager to complete the proposed project
- ✓ Evidence of support from partner agencies or organisations
- ✓ Evidence of support from R&D, Improvement or practice development team in the health board (if appropriate).

All successful Applicants will be required to:

- Provide a short summary and image representing the project for the website within one month of the funding decision
- Attend Programme Workshops on Thursday 10th August 2017 and Thursday 19th April 2018
- Submit an interim report which details the progress made, key learning points, plans for the next six months and a financial update
- Invoice the Institute for the funds which will be given in two tranches; one at the beginning of the project and the second after submission of a satisfactory interim report
- Carry out the project in accordance with the project proposal and to notify QNIS of any subsequent changes to the project design
- Provide a high quality final report (5,000 words)
- Acknowledge QNIS in any presentations or publications arising from the project
- Make any knowledge gained from carrying out the project freely available for others to use
- Work with the Institute to create web based resources which showcase the work in an engaging way
- Be willing to be featured in material for the website
- Present the findings of their projects to a wider audience at the QNIS annual conference
- Provide clear evidence of what the money is to be used for (see example project budget attached)
- Complete every section of the application.

If you wish to discuss an application, please contact Fiona on 0131 229 2333

Email: fiona.fitheridge@qnis.org.uk

Appendix 1 - Example project budget

Project Budget – *this list is not exhaustive but indicates items you may wish to include in your budget*

Staff Costs (*detail number of staff and number of hours allocated to project*)

Travel Costs (*detail travel for staff and for participants, including travel to two QNIS workshops*)

Venue Costs (*include hire costs for rooms*)

Other (*materials, postage, evaluation etc*)

Appendix 2 – Ethical Issues

[Ethical approval guidance – http://www.nhsresearchscotland.org.uk/research-in-scotland/nodes](http://www.nhsresearchscotland.org.uk/research-in-scotland/nodes)