



## Guidance Notes for Applicants

## Catalysts for Change 2019/20

### *What's it all about?*

- Catalysts for Change offers funding of up to £5,000 to help community nurses and their local partners to explore short-term, project ideas that prevent, reduce or overcome health inequities and improve people's health and wellbeing.
- Projects must be led by a community nurse based in Scotland.
- In 2019 /2020, we will consider supporting work that either:
  - 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 Monday 23 September 2019 at noon.**
- The projects selected for funding will begin by November 2019. They are expected to be completed by the end of calendar year 2020.

### **Priorities for 2019/20**

The overall intention of the Catalysts for Change programme will remain the same as during the previous rounds of projects QNIS supported from since 2015. However, there are two significant changes beginning this year (2019/20).

Firstly, this QNIS programme will be delivered in partnership with The National Lottery Community Fund in Scotland (The Fund); previously known as the Big Lottery.

Secondly, as a result of the additional funding from The Fund, there will be twice as many projects supported each year (12 instead of 6). One 2019/20 cluster will focus on the theme of preventing, or mitigating the impact of, *Psychological Trauma (Toxic Stress)*. The other is an 'open' category for all other community nurse-led, equity-focussed projects.

The 'open' category is similar to the work supported during previous rounds of the Catalysts for Change initiative. [This link](#) offers descriptions of the 'open' projects chosen through a similar application process.

Although diverse, the common thread running through 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 organisations to prevent, reduce or overcome the specific issues adversely affecting them. The new collaboration between QNIS and The Fund means a submission in either category is more likely to be chosen if the applicant can persuasively make the case that the proposed project reflects The Fund's three approaches to all its funding. Every CfC 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 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 manner that embodies an ethos of trust, kindness, respect and shared decision-making among everyone involved.

Applications can be submitted as either a thematic Catalysts for Change project **or** in the 'open' category, but **not** both in the same year. Preventing, or recovering from, *Psychological Trauma (Toxic Stress)* was the priority theme emerging after consultation with a range of community nurses. NHS Education for Scotland recently produced [extensive resources on this topic](#).

We know that community nurses can, and some already do, make major contributions to preventing *Psychological Trauma (Toxic Stress)* in the first place. They also play crucial roles in helping people better cope with, or recover from, the adversity experienced.

This theme could include (*but is not limited to*) preventing, countering or overcoming:

- The psychological trauma resulting from adverse childhood experiences.
- The negative mental and emotional consequences of chronic physical health conditions.
- 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. The latest example is Sarah Everett of the Yellow Practice in Govan, who recently 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 enabled 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 and support primarily from QNIS, but also from staff with The 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 lead applicant must be:

- A community nurse in Scotland.
- Currently employed in a relevant role.
- Able to secure evidence of support from her/his line manager to complete the proposed project (Appendix 2 on the application form).
- Able to provide evidence of support from partner agencies/organisations, including the one that will handle the funds allocated to each CfC project (also Appendix 2 on the application).

Sustained change is dependent upon an effective team. You are encouraged to bring together a group of people with the commitment and the skills needed to make a difference. It is recommended that this team includes a colleague with evaluation skills and experience.

## **Catalysts for Change projects leads are expected to:**

- Organise invoicing for project 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.
- Secure the agreement of an appropriate organisation (charity, private or public) that will receive and administer all funds on behalf of the project lead.
- Provide a short summary, and an image representing the project, for the QNIS website.
- Cooperate and collaborate with the QNIS and The Fund communications teams in order to document, publicise and share your work and the story of your project.
- Work closely to deliver the project objectives with at least one other relevant organisation in your community.

- Engage positively with staff of QNIS and The Fund.
- Attend three one-day Catalysts for Change workshops; on 10 Dec 2019, as well as on 10 June and 7 Dec 2020.
- Submit an interim report by June 2020 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 of any significant changes anticipated as the project develops.
- Acknowledge QNIS and The Fund in all project presentations and publications.
- Make any knowledge gained from your project freely available for 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 (approximately 5,000 words).

### **Application process**

Please download the application form, which can be found [here](#).

*You are welcome to contact QNIS by email ([jonathan.sher@qnis.org.uk](mailto:jonathan.sher@qnis.org.uk) or telephone (0131 229 2333) if you have any questions in advance of applying. QNIS staff are also available in advance of the deadline for a conversation about the CfC project idea you have in mind.*

The *fully completed* application form should be emailed to: [jonathan.sher@qnis.org.uk](mailto:jonathan.sher@qnis.org.uk), or sent by post/courier to: Queen's Nursing Institute Scotland, 31 Castle Terrace, Edinburgh EH1 2EL (postmarked by 23 September 2019).

**The closing date for applications is Monday 23 September 2019 at noon.** Neither incomplete nor late applications will be considered.

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

### **Successful project proposals will be selected based on:**

- The quality of the case made in the application.
- Alignment with CfC objectives and guidance, as well as The Fund three 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 October 2019. The projects selected will begin during November 2019. They are expected to be completed by the end of calendar year 2020.

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