**Edinburgh Integration Joint Board
Innovation Fund**

2020-2022

This application form is for the **Innovation Fund only.** This application form should **not** be filled out without reading the Innovation Fund Prospectus 2020-22. You should also make use of the checklist at the end of this form. If this document opens in protected view, click on ‘Enable Editing’ in the ribbon that appears at the top of your screen.

**The deadline for submitting this form is 6 December 2019 at Noon.**

**Part A – Organisation Details**

**A1 – Proposal Details**

|  |  |  |
| --- | --- | --- |
|  | **Proposal Title:** |  |
|  | **Total Grant Requested:** |  |
|  | **Time Period for Proposal:***all proposals must conclude by 31 March 2022 at the latest* |  |
|  | **Proposal Summary:** *In no more than 50 words, give us a brief summary of what you are proposing to deliver.* |  |

**A2 – Is your proposal primarily focused on:**

*please tick one box only*

|  |  |
| --- | --- |
| **Prevention** |  |
| **Early Intervention** |  |

**A3 -** **Your innovative proposal must demonstrate how it will link with one or more of the four key elements identified in the EHSCP Strategic Plan 2019-22.** **The four key elements are: the Edinburgh Offer, Three Conversation Approach, Home First and Transformation.**

**In no more than 50 words, please describe how your proposal links to one or more of these themes.**

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**A4 – Lead Organisation Contact Details**

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| --- | --- | --- |
|  | Lead Organisation Name: |  |
|  | Lead Organisation Postal Address: |  |
|  | For Consortiums, please list all partners |  |

**A5 – Nominated Contact in the Organisation**

|  |  |
| --- | --- |
| Name: |  |
| E-mail address: |  |
| Telephone number: |  |

**A6 – Organisational Governance –** State the type of organisation you are, e.g. ‘an association’, ‘a charitable company’, ‘a SCIO’. If your organisation is not registered as a charity or a company, please tell us about your organisation’s rules, governing document or constitution. (Any documents you list here must be available on request.)

|  |  |
| --- | --- |
| Type of organisation: |  |
| Scottish Charity Number: |  |
| Company registration Number: |  |
| Trustees/Board, please list members: |  |
| Chair: |  |

**A7 - Total organisation reserves/deficit.**

Please confirm the total reserves/deficit held by your organisation as at 31st March 2019. Please include those of all partners if applying as a consortium

|  |  |  |
| --- | --- | --- |
| **Reserves/Deficit** | **2018/2019** | **Comments** |
| **Total reserves** |  |  |
| **Designated/restricted reserves** |  |  |
| **General/unrestricted reserves** |  |  |

**Part B – Your proposal**

**B1. Tell us about your proposal.**

Please consider the questions below when preparing your response and remember when answering that this is an innovationfund so you should be describing what is new and different about your proposal.

1. Tell us about the problem/issue you wish to address with this funding*. (30 marks)*
2. What impact does this problem/issue currently have on services or service users? *(20 marks)*
3. Describe your innovative solution. *(30 marks)*
4. Provide a description of what success would look like*. (10 marks)*
5. How do you intend to spend the Funding? (*10 marks)*

**Please do not submit more than 2 sides of A4, using Ariel pt12 for your response to Part B. Applicants submitting in excess of 2 pages for Part B will NOT be considered for funding.**

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**Part C – Declaration**

**Declaration**

By signing this, you are confirming that you are an authorised signatory for your organisation and that you have been given responsibility to apply to the EIJB for funding. You are also confirming that the contents of this application are accurate and that the applicant organisation has, and will continue to ensure that it has, robust governance arrangements in place. To allow us to process your application for grant funding, this form will be shared with partners who will be assisting in the assessment process. These partners will be from within the CEC and external to CEC. A spreadsheet holding the contact information will be compiled to facilitate communications. The period of grants is for up to 2 years and so the information will be retained for at least this time period. By signing this declaration, you are consenting to the use of your data described above. For more information about how the Council processes personal data, and your information rights, please see our full Privacy Notice [here](https://www.edinburgh.gov.uk/privacy).

|  |
| --- |
| **Authorised Signatory Details for the Grant Applicant Organisation** |

**Full name:**

|  |
| --- |
| Click here to enter text. |

**Job Title/Status/Designation in Applicant Organisation:**

|  |
| --- |
| Click here to enter text. |

**Contact address:**

|  |
| --- |
| Click here to enter text. |

**Telephone: E-mail:**

|  |  |  |
| --- | --- | --- |
| Click here to enter text. |  | Click here to enter text. |

**Signed:**

|  |
| --- |
| Microsoft Office Signature Line... |

|  |  |
| --- | --- |
| **Date:** | DD/MM/YYYY |

**Checklist**

|  |  |
| --- | --- |
| **Have you...** |  |
|  |  |
| ... identified your principal contact person? | [ ]  |
| ... answered all the questions in Part A? | [ ]  |
| ... answered all the questions in Part B? | [ ]  |
| ... fully completed and signed the declaration in Part C? | [ ]  |

**Please submit this form as a Word document (NOT a PDF) to: H&SCGrants@edinburgh.gov.uk
by Noon on 6 December 2019.**