

# Delivering Equally Safe Fund October 2021 – September 2023

## Frequently Asked Questions

Please note: We will add to this document on a rolling basis – if your question is not answered here, please email [DESenquiries@inspiringscotland.org.uk](mailto:DESenquiries@inspiringscotland.org.uk) and we will respond as soon as possible. Any general queries and answers will be published as an update to this document.

**This document has been significantly updated following a joint statement from Scottish Government and COSLA issued on 24<sup>th</sup> March 2021 which outlined a number of important changes to the fund with immediate effect. We have amended the answers to existing FAQs to reflect these changes, as well as adding a section at the beginning of this document focused on answering questions specifically related to these changes. You can access the statement [here](#).**

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## Section 1: Changes to Delivering Equally Safe Fund – 24<sup>th</sup> March 2021

Following a joint statement from the Scottish Government, COSLA and Inspiring Scotland, the following changes were put into effect from 24<sup>th</sup> March:

- An additional £5m has been allocated to the fund annually taking the total funding available in year 1 to £18m.
- Within this, funding will be secured for frontline specialist services to support their ongoing work, with a minimum of £14m to ensure that these vital services are protected and maintained.
- The fund will now run in 2021/22 and 2022/23 with a replacement fund launching in 2023 following a joint strategic review of sustainability funding for frontline services.
- Local Authority applicants can now act as lead applicant on a partnership application, according to local preferences.
- The closing date for applications has been extended by a further 4 weeks and applications must now be submitted by midday on Friday 28<sup>th</sup> May.

These changes are now reflected in the FAQs already included within this document however, we understand that those intending to apply for funding from Delivering Equally Safe may have questions specifically related to these changes. We will endeavour to answer these within this section however, as always, if you have any questions that are not answered within this document please email [DESenquiries@inspiringscotland.org.uk](mailto:DESenquiries@inspiringscotland.org.uk) and we will respond as soon as possible.

### Question 1: Why has the fund been shortened from 3 years to 2 years?

Since the Delivering Equally Safe Fund opened, the Scottish Government have been carefully monitoring feedback from potential recipients. Based on that feedback, and to accelerate work to review the long-term sustainability of services, the fund will now run in 2021/22 and 2022/23 with a replacement fund launching in September 2023. This replacement fund will be developed through a joint strategic review of sustainability funding for frontline services.

We recognise the importance of listening to the voices in the sector and are committed to launching a replacement fund. By shortening the DES Fund whilst accelerating the joint strategic review, we expect to deliver an improved outcome for the sector.

### Question 2: Why has the closing date for applications been extended?

Given the changes to the fund, the Scottish Government were keen to allow organisations to absorb the information provided, raise any queries and have a reasonable time beyond that to finalise their application. This led to the decision to extend the deadline.

### **Question 3: What will the joint strategic review address and what plans are in place for its structure and timescale?**

The joint strategic review will look at the long-term sustainability of frontline services in the sector. The Scottish Government, in partnership with COSLA and other stakeholders, will take forward a joint strategic review of the funding of frontline specialist services to help move to a longer term and more sustainable funding model by the end of this two year period.

### **Question 4: What work is included within the minimum of £14m secured for frontline services ongoing work?**

For the purposes of DES assessment, front line specialist services are defined as:

Those whose core purpose is the provision of specialist support to survivors of gender-based violence either by

- Direct provision of specialist services (including any national helpline), or
- A national specialist response supporting front line services

For the purpose of assessment, we will not consider local frontline services to be in competition with their national specialist response coordinating bodies.

### **Question 5: Who can apply for the minimum of £14m secured for frontline services?**

It will be open to all applicants.

### **Question 6: Why has a minimum of £14m been protected for frontline services?**

The Scottish Government have listened to feedback from potential recipients. The Equally Safe Strategy remains at the heart of this process with the delivery of key frontline services remaining a priority that is why we have protected a significant portion of the fund to be allocated to this type of work.

Over the past year the sector has played a vital role in supporting those most at need during the crisis. Recognising this, Scottish Government has already provided £5.75m additional funding to the sector and it has responded with agility and creativity to the challenges faced. We continue to recognise the importance and value of this essential service.

By protecting at least £14m of the funding, we are confident that these vital services can be maintained.

### **Question 7: Does this mean that prevention work and new services or projects are being deprioritised?**

No.

The Equally Safe strategy is focussed on both eradication and prevention of violence against women and girls. We are keen to fund projects focussed on both areas. We recognise that support for the ongoing work of frontline specialist services is vital. We are aware that there is excellent work taking place in the sector but acknowledge that there have been developments in the sector since the last funding was allocated. We continue to encourage applications which address any of the ambitions of Equally Safe, whether this work is expanding or embedding tried and tested approaches, or trialling a new approach, informed by analysis of need.

### **Question 8: Why are local authorities now able to act as the lead organisations for partnership applications?**

The fund has been developed to enable partnership applications to be made. This has been updated to confirm that Local Authority applicants can now act as lead applicant on a partnership application, according to local preferences. The Scottish Government have listened to feedback from potential recipients. In particular, it was noted that the role of the local lead in an established partnership is on occasion a Local Authority. Feedback was also raised that the third sector partner may not have the current capacity to lead on the partnership.

In recognition of the vital role that local partnerships play in this sector, we are pleased to confirm that a local authority can now act as lead applicant for a partnership application.

### **Question 9: We have already written our application, what do we need to change? Is the application form being amended?**

If you have written your application based on funding from 2021-2024 then you will need to amend your answers to detail activity, participant numbers and costs for 2021/22 and 2022/23 only.

Other than amendments to wording to reflect changes to timescales etc we do not plan on making any significant changes to the content of the application form. We know that many organisations have started to work on applications to the fund and want to ensure that the impact of these changes on the work you have already done is as minimal as possible.

There are, however, some additional pieces of information we will ask you for to help us to implement the details included within the statement issued on 24<sup>th</sup> March. We will ask you to confirm if you have made multiple applications, for example a single application and are also a partner in a partnership application. We will ask you to tell us this information in an additional document. This will be emailed to all organisations who have registered their interest in applying to DES. It will also be available on the Inspiring Scotland website.

Question 1.13 allows applicants to show the connections they have with local partners including VAWPs. We are keen, however, that any organisation that does not demonstrate a relationship with their VAWP in their answer is asked for further information and is encouraged to establish one. To ensure that all applications to the DES fund can demonstrate effective multi-partnership working, all applicants must complete question 1.13.

### Question 10: Will the budget template be changed, and will I have to change the budget I had intended on submitting?

Yes, we will amend the current budget template. The fund will now run in 2021/22 and 2022/23 so you will need to complete a budget detailing costs covering these years only.

## Section 2: Changes to Equality Funding

### Question 1: What has changed?

The Scottish Government is pleased to announce that funding has been confirmed to continue to support work to progress equality. As the current funding cycle draws to a close in September 2021 following the year's extension, an opportunity was presented to review all funding from the Equality and Human Rights Division. Changes were made to incorporate feedback from previous funding rounds making the process better for applicants. In making changes, the Scottish Government wanted to:

- Refocus the funding structures to be more explicitly align to the refreshed National Performance Framework and related outcomes.
- More explicitly support and nurture partnership working.
- Strive to balance delivery of front-line services with work focusing on preventative and systemic change.
- Create capacity to support work that trials, tests and builds an evidence base for new ways of working.
- Align with key strategic policy documents (such as [Equally Safe](#)).
- Improve financial and governance arrangements and practices across all our funding.
- Put in place improved data capture and monitoring systems.
- Take a holistic look at the effectiveness of each funding stream in the round.

In addition, the Scottish Government took the opportunity to improve the application process e.g., removed the need for organisations to complete multiple applications (e.g., separate applications for core costs and for project costs).

## Question 2: Why have you brought together funding streams for Rape Crisis with Equally Safe and Violence Against Women and Girls (VAWG) intermediaries/ nationals?

In bringing all the funds together the Scottish Government wanted to create a simpler and cohesive method for organisations to access funding, whilst strengthening accountability mechanisms. This also enables organisations to submit applications which reflect the true cost of delivering their work. As part of this the Scottish Government have brought together several funding pots which previously all supported some aspect of work related to violence against women and girls (VAWG). Several of these funding schemes had originated following specific circumstances or to meet immediate needs and these needs have been included in the new funding process rather than as a standalone fund. This review has enabled the Scottish Government to align future funding more closely to the commitments of Equally Safe and the refreshed National Performance Framework. They also wanted to increase the support for partnership working and for the trialling and testing of new approaches, which is why organisations can submit an additional application for a partnership proposal.

Rape Crisis Centres and Equally Safe VAWG and intermediaries/nationals are all warmly encouraged to apply through new DES Fund.

## Question 3: Will these changes result in a reduction in funding?

The new Delivering Equally Safe Fund will provide increased support to the sector, with a budget distributing around £18m\* of funding annually.

*\*Please note this is an increase from the previously announced £13m.*

All applications will be assessed on merit. We are keen to ensure that front-line services receive the level of funding necessary that enables them to deliver their vital work safely and effectively. We also wanted to remove the administrative burden on organisations by enabling them to submit one application covering both core and project costs, where relevant. Across the Delivering Equally Safe Fund, we will seek to ensure that local needs are recognised and considered against priorities. The Delivering Equally Safe strategy is focussed on both eradication and prevention of violence against women and girls. We are keen to fund projects focussed on both areas.

## Question 4: What funding is available from the Equality Unit in 2021?

In 2021 we are launching two new funding streams to replace the current funds:

- **Delivering Equally Safe Fund (DES Fund):** which supports organisations to develop and deliver work that directly contributes to delivering the ambitions of the Equally Safe Strategy. The DES Fund will be accepting applications from December 7<sup>th</sup> to **midday on 28<sup>th</sup> May 2021** and will fund activity taking place between October 2021 – September 2023. To ensure that organisations can transition to the new funding arrangements, Scottish Government extended current funding agreements to the end September 2021.

- **Equality and Human Rights Fund:** which will support work focusing on promoting human rights, mainstreaming equality, delivering targeted interventions with or on behalf of people with specific protected characteristics and intersectional approaches. This fund launched in February 2021 and more information is available [here](#).

To support organisations to transition to the new funding arrangements, existing funding agreements were extended until the end of September 2021.

### Question 5: What is happening to PECF?

The fund currently entitled Promoting Equality and Cohesion Fund (PECF) is merging into a new fund supporting Equality and Human Rights. It will have refocused objectives to ensure work meets a specific need for a particular community and/or is work with a national reach. This work should strengthen civic society's ability to deliver against relevant National Performance Framework outcomes.

**This fund opened in February 2021.**

### Question 6: My organisation's work crosses over DES Fund and the Equality and Human Rights Fund - which stream should I apply for?

You should consider the Delivering Equally Safe Fund criteria and if your work will meet these objectives then you should apply for the DES Fund. If your work does not align with the DES Fund outcomes, the fund supporting Equality and Human Rights launched in February 2021 and the criteria for this fund will be available then. You can of course apply for both funds with different projects.

## Section 3: Delivering Equally Safe Fund Level of Funding and Duration

### Question 1: How much funding can we apply for?

There is no minimum or maximum amount an organisation can apply for. The total budget to be distributed will be up to £18m in the year 2021-22. It is anticipated the fund will have a broadly similar budget in the following year. Funding for the future year is indicative and dependent on the annual Spending Review and Scottish Budget. As there is a limited amount of funding, we are looking for organisations to be realistic about the amount of funding they will require to take forward their work. We anticipate that most awards will be greater than £10,000.

### Question 2: Do we need match funding to apply?

No, match funding is not essential but is encouraged. Applicants should provide evidence of how work will continue beyond 2023. The overall funding pot is limited, and applicants should be realistic about what they apply for.

### Question 3: Do we have to be a registered charity to apply?

Not necessarily, this depends on your legal form. If you are a third sector organisation and want to apply you should be incorporated and this means you are most likely a Scottish Charitable Incorporated Organisation (SCIO) or a Company Limited by Guarantee. If you are a SCIO, you are automatically a charity registered with the Scottish charity regulator (OSCR). If you are a company, we expect you to have also registered with OSCR. The fund is also open to applications from public bodies as well as Community Interest Companies (CIC) however, and these organisations will not be registered charities.

### Question 4: Will funding be distributed evenly across geographical areas in Scotland?

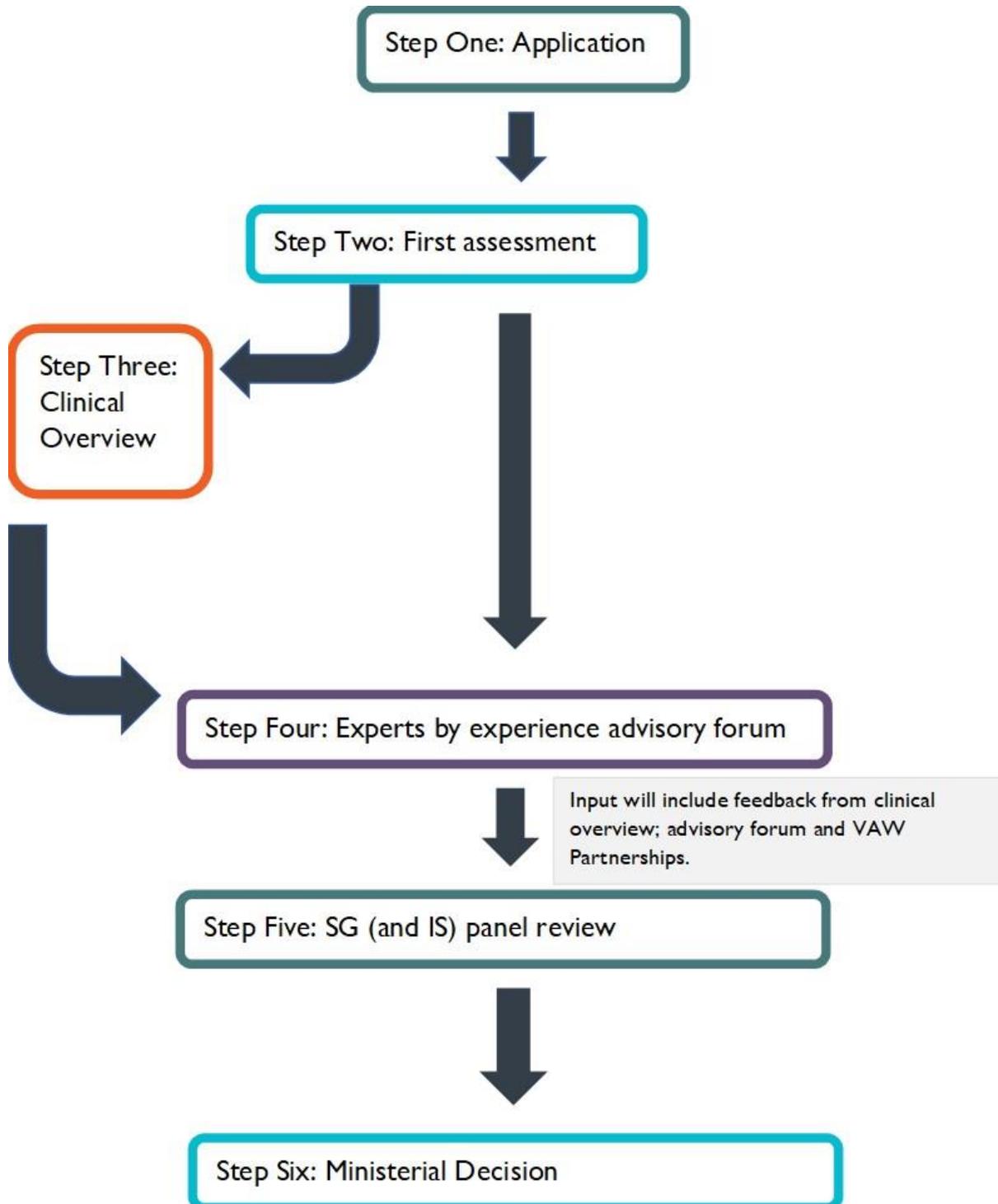
No, all eligible applications will be assessed equally on how their work will meet the outcomes of the Equally Safe Strategy. We will however take account of geographic coverage and potential duplication of local services when making final decisions. In addition to this, during the assessment process localised information will be shared with VAWP Chairs to help ensure the even distribution across geographical areas.

### Question 5: How do you decide who gets funding?

Applications will be assessed and scored by a team of independent assessors, moderated, and overseen by Inspiring Scotland and supported by the Scottish Government policy team. Input will also be sought from an advisory panel and clinical experts for relevant applications. This will all feed into recommendations for funding made to Ministers who will make the final decisions on which work will be funded.

In addition to this, during the assessment process localised information will be shared with VAWP Chairs. This will include information on new activities proposed in their area. This step will provide feedback to the decision-making panel on how the proposed activity fits with localised services.

Diagram 1: DES Application Decision Making Process



**Question 6: Can my organisation apply for core costs as well as project costs?**

Yes, the DES Fund can cover core running costs as well as new project costs. The information about how your funding request is split should be detailed in the accompanying budget template you submit with your application.

**Question 7: If we are applying for funding over two years, does it need to be the same amount each year?**

No, applicants are encouraged to consider their spend across the two years, the overall budget request does not need to be evenly spread across the years. For example, there may be lower spend in year one due to the project being set up, or an event in year two may need a higher budget.

**Question 8: Why is the funding only available for two years and not a longer period?**

The fund will run in 2021/22 and 2022/23 with a replacement fund launching in 2023 following a joint strategic review of sustainability funding for frontline services. We recognise the importance of listening to the voices in the sector and are committed to launching a replacement fund. By shortening the DES Fund whilst accelerating the joint strategic review, we expect to deliver an improved outcome for the sector. The Scottish Government's budget is set year on year based on developing policy and emerging priorities. Funding has been confirmed for 2021- 22 however for the period 2022-23 it will be confirmed during the budget of the corresponding year. Inspiring Scotland will contact you to confirm funding each year. If there are changes to the funding Inspiring Scotland will be able offer advice.

**Question 9: What if we need longer than originally planned to spend the money?**

The funding is available to be spent between October 2021 and September 2023. Typically funding not spent cannot be held and carried forward to the next grant year or beyond September 2023. Changes to original application budgets are not unusual however, and through quarterly monitoring of grant expenditure Inspiring Scotland will work with successful applicants to re-forecast and plan for any variations to your original application budget.

Funding should be spent in line with the dates stated in the grant offer letter, any underspend will be required to be paid back to the Scottish Government.

**Question 10: What if we need additional funding during/within the funding period?**

No funding in addition to the original award will be available. The DES Fund will not be able to increase funding allocated.



### Question 11: What if we need to consider making changes to the way the funding is spent?

We appreciate that work may need to change over the 2-year period of the funding and if you find that you need to consider making changes to the way your funding is spent then in collaboration with Inspiring Scotland, you will be able to submit a request to make adjustments. As above, the work must be completed by September 2023 and no funding can be carried forward between financial years. Grant year and financial years are different, funding must be spent in the grant years (October to September)

### Question 12: Will both prevention-focussed and/or service delivery focussed activity be funded by DES?

Prevention work is central to Equally Safe and the successful realisation of the strategy. It is anticipated that prevention projects will be a key part of the mix of funded work through the Delivering Equally Safe Fund. All the Equally Safe priorities are detailed in the fund guidance, and the full logic model of Equally Safe outcomes is included on page 9. The DES fund can fund work which contributes to any of the Equally Safe outcomes. The themes on p13 in the Guidance document are intended to be stimulation points – not to be prescriptive descriptions.

## Section 4: Completing the Application form

***Please read the application guidance before completing the form.  
The online application forms can also be accessed here.***

***<https://www.inspiringscotland.org.uk/what-we-do/our-funds/delivering-equally-safe/>***

***A word version of the application form has been provided we strongly advise that you complete this first before transferring the answers to the online form.***

### Question 1: What should you be considering if you want to apply for funding?

The application form and guidance contain full details of what information is required with details of the information we are looking for in application answers. You should explain how your work contributes to the Equally Safe priorities, what issue or need your work will address and the evidence for this including how you will track and assess the impact of your work. You should also make clear which Equally Safe and National Performance Framework outcomes your work will contribute to.

### Question 2: We want to do something that is not included in the list of things you are looking for, but we think it potentially meets the outcomes of the fund – should we still apply?

Applications will be expected to show how their proposed work meets the aim and criteria of Delivering Equally Safe. If your work delivers against the priorities and outcomes of the Equally Safe strategy, please consider applying. If you would like more information on whether your proposed work is eligible, please attend a surgery or contact

***[DESenquiries@inspiringscotland.org.uk](mailto:DESenquiries@inspiringscotland.org.uk)***

### **Question 3: What if our proposal or project involves working with men as victims of gendered violence?**

Equally Safe brings a strategic focus to the issue of men's violence against women and girls, which is in turn based on the principles of international law. A gendered analysis does not exclude men, but rather recognises that women and girls are disproportionately affected by violence that they experience because they are women and girls. We condemn all forms of violence and abuse, whilst recognising that particular forms of violence are disproportionately experienced by one gender and require a strong strategic focus. For this reason, the Equally Safe Strategy and the DES Fund focus on the issue of violence against women and girls. We do recognise that applicants may well work with male victims with the support of other funding sources, and this is not an issue provided a gendered approach is taken to the work overall.

### **Question 4: What information do I need to send with my application?**

In addition to the application form, you will need to upload and submit:

- A budget for your proposal
- A copy of your Memorandum and Articles or Constitution
- Most recently examined or audited accounts
- A copy of your Equality and Diversity Policy
- A copy of your Child Protection / Vulnerable Adult Policy (if applicable to your application)
- A copy of your LGBTI Inclusion plan
- A signed declaration form (Section 5 of your application).
- A copy of the form showing all the applications you have made to the DES fund.

All the forms can be found [here](#)

### **Question 5: Can we include any additional information with the application form?**

Please only send the application form and the documents listed in the application checklist. Inspiring Scotland will contact you if any further information is required.

### **Question 6: We are a small organisation and do not have the resource capacity to meet all the fund outcomes, what can we do?**

Funding is available through the DES Fund to cover staffing (both core and project). It is expected that smaller organisations will use some of this funding to recruit additional staff to help build capacity. We do not expect applicants to meet all the Equally Safe priorities or objectives. We also recognise that governance and policy arrangements for individual organisations will be relative to scope and size, although you will wish to bear in mind your capacity for monitoring and reporting requirements. Smaller organisations may also wish to consider a partnership application to increase their capacity.

**Question 7: When will I hear the outcome of our application?**

We aim to contact organisations **in July 2021** with the outcome of their application.

**Question 8: What happens if we are unsuccessful in our application for funding?**

If your application is unsuccessful Inspiring Scotland can offer feedback and information regarding alternative sources of funding and capacity building.

**Question 9: What if our organisation has received funding in previous funding rounds?**

Organisations which are currently funded through the Equality and Human Rights Division are welcome to apply to this round of funding. Organisations should already have anticipated current funding ending in September 2021 and have developed plans accordingly. Ministers agreed to extend current arrangements until end September 2021 to allow time for a full transition to the new funding programme. Applicants who are successful in the new DES Fund round and currently receive funding through Violence Against Women and Girls or Rape Crisis funding streams will be contacted to explain how these transition arrangements will affect them.

**Question 10: Will there be an opportunity to appeal decisions?**

Ministers' decisions about the fund are final, but feedback on the decisions will be available to help with future applications.

**Question 11: If the organisation is not awarded the full amount of funding applied for, can a partial award be made?**

Yes, the Scottish Government may decide to offer part of the funding requested rather than the full amount. Inspiring Scotland will contact you to discuss this if this is a possibility, to consider how this might impact on the feasibility or outcomes of the work.

**Question 12: If unsuccessful can I receive feedback on my application?**

Feedback will be provided by Inspiring Scotland. Depending on the number of applications we receive this may take some time.

**Question 13: Can we get help with an application?**

It is not possible, unfortunately, to provide tailored support with your application. However, we have produced guidance to help organisations complete the application form and we are happy to answer general questions about the fund. Inspiring Scotland will be holding surgeries and delivering a webinar to help answer any queries.

You should contact [DESenquiries@inspiringscotland.org.uk](mailto:DESenquiries@inspiringscotland.org.uk) with any general questions you have.

**Question 14: Can only third sector organisations apply for DES Fund grants?**

We welcome applications from incorporated third sector organisations, community interest companies and statutory bodies. For partnership applications we ask that you identify a lead partner – following the update on the 24<sup>th</sup> March they can be a third sector organisation or a local authority.

**Question 15: Do I have to be third sector organisation to be a lead partner when making a partnership application?**

No.

Guidance around partnership applications previously stated that only a third sector organisation could be the lead partner in a partnership application however, following an update from the Scottish Government on 24<sup>th</sup> March, local authorities are now also eligible to be a lead partner in a partnership application.

The fund recognises that third sector organisations play an important role in driving change in this area, from prevention to building capacity and capability within the system, to providing front line support for victims and survivors. They often have particular strengths in terms of their specialist understanding of the issues, their base within communities and their use of lived experience to shape their approach. Therefore, third sector organisations are likely to be best placed to act as the lead partner in partnership applications as this will help to embed their role as key partners working together with public bodies to tackle violence against women and girls and to build capacity and understanding across the system as a whole. We do however understand that in some areas the local authority may be better placed to lead on partnership applications for example where partnerships are already in place or the third sector partners do not have the capacity to lead and as such the criteria has been relaxed to allow for this when necessary.

**Question 16: My organisation was unsuccessful in applying for funding in the 2017-20 funding round – can we apply again?**

Yes, if you meet the fund criteria you can apply for this new fund.

**Question 17: Why are applicants asked to provide a LGBTI workplan but not a plan for addressing the needs of other protected groups, including disabled women?**

We have asked applicants to include information about how their service is inclusive in question 2.12: Describe what steps you will take to ensure your services are inclusive and accessible to all.

We would like applicants to answer this question by considering the needs of people across the range of protected characteristics, including disability. It may be that depending on the nature of your work, some protected characteristics may be more relevant than others, and you can use your answer to this question to outline why that is the case if so.

Our reason for requesting LGBTI inclusion plans grew from a Scottish Government policy objective to improve approaches to trans inclusion amongst organisations working in this field. Following further work with stakeholders, this was expanded in 2017 to include lesbian, bisexual and intersex women (a commitment made in the Equally Safe delivery plan published that year). We want to continue to build on that approach for this new Fund, whilst also ensuring that applicants consider how they can best support and address the needs of equality groups through their work.

**Question 18: We currently receive VAWG funding for two separate projects. Do we need to complete separate applications for each individual project and geography?**

Organisations can also submit either one application which is specific to that organisation, and/or one application in partnership with another eligible organisation (or eligible organisations).

This means if you have multiple projects you as a single organisation would like to apply for you need to combine them into one application

You can decide how you want to present it and it may be that for each answer you split it between distinct project each if that is easiest. You can select multiple locations so please make it clear which project is in which location and clarify in your budget what costs are for what project.

**Question 19: What can a local authority supply in place of a constitution?**

It is not necessary for a Local Authority to submit a replacement document.

**Question 20: Can a local authority put in a partnership bid from two different departments e.g., child protection and Safer Communities?**

No

**Question 21: Can you give further clarity about what public sector applicants can apply for in terms of project costs, particularly in relation to Cedar projects, IDAAs and domestic abuse services?**

**Are these eligible activities under the DES Fund? Can you give guidance on how these can be built into a council's funding proposals, as they are not 'time limited' projects but rather core specialist support services that are embedded within councils to ensure strong multi-agency working and pathways are in place for women and children.**

The Scottish Government recognise the important role that the delivery of activities such as CEDAR projects, IDAAs and domestic abuse services through Local Authorities play in the prevention and eradication of violence against women and girls.

Whilst these activities do not necessarily have definitive end-dates, they are being operated within the Local Authority as a project and are not core to their wider operation. We are pleased to confirm that such services can be applied for by Local Authorities as part of their application.

For the avoidance of doubt, it is **acceptable** for Local Authority single applicants to apply for any costs associated with running the following services:

- Cedar project
- IDAAs
- Domestic abuse services
- Safe and Together initiatives

Public Bodies CANNOT apply for:

- Costs that are core to wider services such as:
  - Buildings
  - Activity carried out by other services within the Local Authority

**Question 22: Question 2.8 on the application form is asking us to describe how we will involve people with lived experience in shaping delivery of our work. In responding to this question, given the varied nature of the activities being applied for, how do we best respond if we do not work directly with people with lived experience?**

We appreciate that given the breadth of work that is being delivered involvement of people with lived experience will vary dependent on the work being delivered.

In this question, we are looking for organisations to explain the approach they take to ensuring that the activity is cognisant of people with lived experience. This could include demonstrating how an organisation has engaged with existing service users to gather feedback on the services being delivered or proposed to be delivered. Alternatively where the activity is focussed on prevention work such as a multi-media campaign, we would expect the organisation to explain what research they have done with the audience of the campaign to ensure that the messaging is appropriate. In addition, how have they ensured that they are representing the survivor community appropriately in the campaign.

**Question 23: In Question 2.13 in the application form we have to state how many people we anticipate reaching each year through this work. How do we best answer this question as we do not deliver services but rather target key influencers?**

The assessment will take account of the type of work that is being proposed. For example, the response to this question may be number of service users you expect to work with. Alternatively it could be the estimated number of people you would expect to reach as part of a campaign.

Whilst numbers worked with are important, we are also interested in who you will be working with or reaching through a campaign. A strong response to this question will include details of who you are targeting/delivering the work to, why you have chosen this group and what influence or need they have.

## Partnership Applications

### Question 1: Can we be involved in more than one partnership application?

Supporting partners can be listed on multiple applications if they are not the lead. We would encourage partnerships to think about their capacity to deliver across multiple bids and to combine bids where possible to avoid duplication. In direct relation to your question, we understand that Councils, local organisations and national partners may be listed as partners multiple times. This will be allowed, however, if it is known that they are a partner on other applications this should be included in section 4.3 of the form for monitoring purposes.

### Question 2: In order to ensure that proposals respond to the needs and priorities that have been identified locally, there is a request to ensure that VAW Partnerships are meaningfully involved in the funding process. Feedback is being sought on how this need is being met.

Local Violence against Women Partnerships are key partners in the prevention and eradication of violence against women and girls. Their continuing involvement in the delivery of the Equally Safe strategy has made and will continue to make a strong contribution to multi-agency partnership working across the sector. The Scottish Government are clear that they wish this to continue.

Question 1.13, as demonstrated below, allows applicants to show what connections they have with local partners including VAWPs and we encourage all applicants to discuss their proposals with their VAW Partnerships to ensure they respond to priorities that have been identified locally. We are keen, however, that any organisation that does not demonstrate a relationship with their VAWP in their answer is asked for further information and is encouraged to establish one. To ensure that all applications to the DES fund can demonstrate effective multi-partnership working, all applicants must complete question 1.13.

“Tell us how your organisation engages with the National Violence Against Women Network and/or your local multi agency partnerships e.g. MAPs, MARACs etc.” (word count 300 words)

It is made clear on page 13 of the Information and Application Guidance Notes, that applicants must demonstrate:

**Effective multi-agency working:** The applicant organisation(s) is a member of their local multi-agency VAW Partnership, or actively engaged with the National Violence Against Women Network if not a local organisation. We do not want to fund duplicate work so it should be clear how your activity complements existing work being carried out at either national or local level by other agencies.

The organisation’s response will be reviewed as part of the assessment process. It will be necessary for organisations to explain what national and local partnerships they engage with, how they engage with them, and how their work compliments other provision. For local partnerships, we will expect the organisation to explain how they engage with other public bodies such as the Police.

If the level of engagement is unclear or there is none stated, further information may be requested from either the organisation and/or the VAWP Chair.

In addition to this, during the assessment process anonymised and thematic localised information will be shared with VAWP Chairs. This will include generalised information on new activities proposed in the area. This step will provide feedback to the decision-making panel on how the activity fits with existing activity. Coordination of the input will be managed by The Improvement Service.

**Question 3: We are an existing partnership and will be applying to Delivering Equally Safe as part of a partnership application. The advice notes state that every member of the partnership should complete section one of the application form.**

**Does this mean that every member of the existing partnership should complete this separately or does the existing partnership count as one body?**

**Further, does this apply to all questions in section one? Section 1.11 might be problematic when answering for a large partner like the Council or a Health Board?**

The guidance states that all partners need to complete section I. However, this is on the basis that most partnerships would be made up of several single organisations.

For this situation, when the planned partnership includes other existing partnerships, we would not require to get all the financial information from the single bodies within that existing partnership, particularly if they are public agencies.

When there are existing partners within the planned partnership for the application, as a minimum we do need to know (about the partners in the partnership):

- Who all the partners are
- The legal status or form of those partners (are they companies with OSCR registration, public agencies etc)

To complete the application we would suggest

- 1) Organisation leading the partnership application must complete Section I in full. For Delivering Equally Safe the lead partner must be a registered charity.
- 2) Lead of the existing partnership must complete Section I with as much information as they can about the constituent partners. There may be no 'account information' for the partnership as they are not a single body, but if you have Partnership financial information it would be useful to include that.

We would suggest the other questions in section 1 are approached as follows:

Q1.1– 1.8 Lead partner of the existing partnership info

Q1.9 – A description of the existing partnership – explaining who all the partners are (their legal status) and how the partnership works together/ who does what

Q1.10 – A description of the existing partnership governance how it is managed and led.

Q1.11 – Lead partner of the existing partnership (unless there is a partnership account and income/ expenditure that is restricted to that partnership)

Q1.12 – About the lead partner (unless as above there is a partnership account and funds have been generated for the partnership that are managed and accounted for)

Q1.3 – About the existing partnership

Q1.4 – About the partnership with as much information as possible about which agencies in the partnership would be getting what.

Section 5 should be signed off by the lead of the existing partnership.

**Question 4: Should organisations be submitting proposals to support the roll-out of Safe & Together and MARACs . Is it likely that additional funding will be made available to support this?**

There is no additional funding for these proposals. There is, however, an expectation that MARAC posts are funded by the local authority. It is acceptable to apply to DES for project work related to these areas.

Please note: It is unlikely that the DES fund would support an application for a MARAC post. The expectation is this should be funded from elsewhere.

## Section 5: Financial Requirements

### Question 1: What are the financial requirements for applying to the fund?

Templates for all the documentation for applying are available on Inspiring Scotland's [website](#)

### Question 2: What is categorised as a core cost?

By core we mean contribution towards:

- salaries and on costs for the core staff: salaries for the Manager, Chief Executive Officer and others direct support staff e.g., Refuge Support Worker, Children's Support Worker
- Office accommodation
- furniture and equipment
- communication materials
- office supplies
- heating and lighting
- telephone
- postage
- cleaning
- travel and subsistence
- insurance
- Core costs can also be known as operating or central costs and describe the essential running costs for a charity on an **on-going** basis. These are essentially all those central **costs** that are not directly applicable to delivering work, such as management and admin salaries, general office **costs etc.**

Delivering Equally Safe funding may pay for costs such as **existing** key staff posts, office costs, basic communication costs as well as management, governance for **third sector organisations only**.

An example: If you are seeking funding for work that is already funded and is a core function for your organisation (staff and activities in refuge setting/outreach work/one to one support to women children and young people/group work).

### Question 3: What do you consider as project costs?

By project costs we mean:

Costs to deliver time-bound, specific pieces of work. For the purposes of this fund, any new work that is to be developed or new staff engaged should be considered as project costs. While recognising the need to seek funding for on-going projects, we are also interested in new, innovative projects that may include expansion of current work, pilot projects and in particular proposals in collaboration and partnership with other third sector or statutory agencies.

Organisations can also submit either:

- One application which is specific to that organisation, covering core costs<sup>1</sup>, project costs or both.

AND/OR:

- One application in partnership with another eligible organisation (or eligible organisations), primarily focused on delivery of a project or programme of work, though core staffing costs to support partnership development are also eligible.

**Organisations cannot submit multiple single applications, or multiple partnership applications with the same organisation as the lead.**

Funding can meet **core** costs for third sector organisations as well as **project** costs or a combination of both.

In addition to the costs to deliver the service or project, applicants are encouraged to include (where relevant) wider costs of delivering work effectively.

This may include, for example:

- costs for translators or translation materials
- access/IT and travel costs
- cost of living increments for staff members over the funding period
- volunteer expenses (travel, subsistence, publicity)
- costs associated with involving survivors in service or project design and evaluation

## Section 6: Decision Making process

### Question 1: When can we expect a decision?

We are planning to notify all organisations about the outcome of their application by **end July 2021**.

### Question 2: Will separate expert by experience panels be set up on to advise on partnership proposals and single proposals?

No.

### Question 3: Which Ministers will be involved in the decision-making process?

We cannot specify who will be holding specific Ministerial positions until after the election.

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<sup>1</sup> For third sector organisations only  
Delivering Equally Safe Fund

## Section 7: Support available during October 2021 – September 2023

### Question 1: What support can I access from the Scottish Government to manage the project?

The day-to-day management of the projects will be undertaken by Inspiring Scotland. They will provide support and offer good practice on managing your governance arrangements. There will also be capacity building opportunities and the chance to network with other organisations who are receiving DES Fund grant funding. If your application is successful you will be invited to a Welcome Day to explain the processes as a first step. This will be jointly delivered by the Scottish Government and Inspiring Scotland.

### Question 2: What is the reporting/financial arrangements if you are successful and awarded funding?

Inspiring Scotland will send all the relevant information if your application is successful.

Inspiring Scotland will work with successful applicants to develop appropriate measures to track the outcomes you have specified in your application. They will also undertake support visits to organisations during the lifetime of the fund.

It is imperative that organisations adhere to financial good practice in their daily business so all organisations must ensure that one person cannot authorise, make and record payments. We need to ensure there is a clear audit trail for the use of public funds.

## Section 8: End of Fund in 2023

### Question 1: What will happen after September 2023?

For organisations receiving project funding, the expectation is that you will provide evidence of how the work can continue beyond the Scottish Government funded period. When completing your application, we would expect you to consider an exit strategy for the funding, covering topics such as how you could source non-Scottish Government funding to continue the work you are doing.