



SCOTTISH EXECUTIVE

Education Department
Children and Young People's Group

Young People & Looked After Children
Victoria Quay
Edinburgh EH6 6QQ

National Voluntary Organisations currently receiving grants
from the Scottish Executive

Local Authority Chief Executives

Directors of Social Work

Directors of Education

Directors of Finance

Secure Units

Residential Schools

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<http://www.scotland.gov.uk>

Your ref:

Our ref:

18 October 2002

INTENSIVE SUPPORT FUND

Introduction

As announced on 18 October, Scottish Ministers have created a new Intensive Support Fund of £3m to enable both local authorities and voluntary organisations to increase the level of community-based supervision of young offenders and to improve support for those returning to their communities from secure accommodation. Forward funding of £0.5m in 2003-04 and £1m in both 2004-05 and 2005-06 is also available.

This funding is distributed under Section S.68 of The Regulation of Care (Scotland) Act 2001 and Section 10 of the Social Work (Scotland) Act 1968.

The Scottish Executive is inviting bids for funding to:

- (a) Develop alternatives to secure accommodation; and
- (b) Improve the quality of care in secure accommodation
- (c) Provide tailored aftercare services for those returning to their communities from secure care

Funding for these will be allocated from this fund and will be awarded according to the merits of the applicants received.

The application materials (this letter, application template and standard grant conditions) are enclosed. These materials will also be available shortly on the Scottish Executive website: <http://www.scotland.gov.uk>. **Applications must be returned by Thursday 14 November 2002.**

These grants will help develop our commitment to reduce youth crime outlined in the 10 Point Action Plan included in the Scottish Executive's Youth Crime Review published on 27th June 2002. As part of Point 7, the Scottish Executive has set out its key objectives to re-configure the secure accommodation nationally to provide groups of girl-only accommodation, consider the creation of additional places and improve the range and provision of programmes in secure units. This Fund is intended to complement that activity to ensure a full range of suitable provision and interventions are in place.



Both statutory and non-statutory agencies are invited to apply for grant

Objectives

1. **Intensive Support** - While recognising that some young people will need a period in a secure unit to stabilise their behaviour, there are some presently in secure or subject to a secure authorisation whose needs and behaviour might be addressed through intensive support within the community or a non-secure residential setting. Services proposed in this area must be additional to existing provision.
2. **Improving the Quality of Care in Secure** - Proposals are invited that will improve outcomes for young people in secure care. Bids are welcomed from secure units and other statutory and non-statutory providers. The core aim of the grant is to assist in programmes that are designed to address the following issues:
 - Cognitive behaviour
 - Addressing offending behaviour
 - Victim awareness
 - Substance misuse
 - Anger management
 - Preparing to return to the community
 - Psychological services
 - Programmes specifically for girls

This is not intended to be an exclusive list.

It is hoped that such schemes will help minimise the numbers of young people re-entering secure or residential care and ensuring their successful reintegration into the community.

3. Provide Tailored Aftercare Services for those returning to their communities from secure care

Proposals are invited from the Fund that will assist the return of young people from secure care and ensure successful reintegration into the community. As under 2, above, it is hoped that this will help minimise the number of young people needing to re-enter secure or residential care. Ministers are particularly keen to have improved partnership arrangements among all the relevant agencies in place that will ensure that support and resources are planned, in advance, and that they are in place immediately upon the young person's return to the community.

Limited continued funding might be available between 2003 and 2006 and this will be discussed with the successful applicants. Applicants should be aware that they and their partners will need to raise the majority of revenue funding.

Assessment Criteria

In considering proposals, the Executive will pay careful attention to the following factors:

- The extent to which the application provides evidence to support the need for its proposal. This should explain the reasons for the location and size of the proposed unit or provision for the proposed client group, the number of young people who will receive the service and for the services to be provided
- The quality of care that will be provided, for example the throughcare and aftercare arrangements, the programmes, care management and staffing levels.



- The support for the proposal by the area's youth justice strategy group, and the extent to which the proposal "fits" with the area's youth justice strategy and children's service plan.
- Nature of planned outcomes and how these will be monitored
- The cost of provision
- Staffing qualifications and the ability to attract any new staff

Conditions

The standard conditions set out in Annex A to this letter apply. The grant is also subject to the following conditions:

- The Scottish Executive reserves the right to share information on all programmes being supported in order to encourage the sharing and development of good practice throughout Scotland's secure estate.
- Independent evaluation of all the projects and initiatives funded will be commissioned and paid for by the successful applicants from the grants made available under this Fund.

Resources

The Scottish Executive has set aside the following budget for this Fund:

Year	2002/03	2003/04	2004/05	2006/07
Amount (£Mn)	2.5	0.5	1	1

Funds are larger in the first year to reflect the pump-priming needed and higher start-up costs for new services. Funding in 2002/03 may also focus on capital developments. We envisage youth justice teams purchasing these services in future years, which is why we require the support of the local youth justice team for every application. We are content to grants from this Fund to be used to discount services to youth justice teams in future years. Funding for 2003-04 and the following two years will also be considered if applications detail their forward plans and resource requirements.

Timing

Costed proposals should be submitted by 14th November 2002. Please use the application form attached. The applications will be reviewed and assessed by cross-departmental officials. We expect to inform and pay the successful applicants by the end of the year.

Queries

Any initial queries about this funding process should be addressed to Eileen Flanagan, Young People and Looked After Children Division, Area 2B(S), Education Department, Victoria Quay, Edinburgh, EH6 6QQ (tel. 0131 244 3496, email eileen.flanagan@scotland.gsi.gov.uk, fax. 0131 244 3547). All other enquiries should be referred to Jackie Brock at the same address (tel. 0131 244 0482, email jackie.brock@scotland.gsi.gov.uk).

Yours faithfully,



RACHEL GWYON



Template for Submission of Proposals

All proposals to be less than 6 pages long and include material under the following headings:

- Why is this work necessary?
- Description of key elements of the proposal.
- Priority objectives – setting out the way in which this supports the overarching objectives set out in the guidance.
- How much will you spend on this work? Breakdown of costs.
- Budget – including linkages with other sources of funding.
- How will you monitor and evaluate the work that you do?
- Lead agency for resources – including named contact person.
- Planning process – including evidence of participation and agreement of relevant local authority, health board and voluntary organisations.
- Delivery – explaining the process by which the relevant agencies will deliver change.

In addition, please send most recent audited accounts, Annual Report and a recent newsletter.

Annex A

Standard Grant Conditions

1. The grant must be used only for the purposes described in the application form. No change in these purposes may be made by the organisation without the prior written approval of Young People and Looked After Children Division, Scottish Executive Education Department (SEED).
2. Any sum not properly and reasonably expended for the purpose for which grant has been given must be repaid by the end of the financial year (1 April – 31 March) in which it was received to SEED within 40 days after the end of the relevant financial year or within such other timescale and upon such other conditions as may be agreed in writing by SEED.
3. **The whole of the amount of the grant made over to the organisation, or in the discretion of SEED part of that amount, shall be repaid by the organisation in the event that any of the following occurs:**
 - 3.1 failure to comply with any of the terms and conditions contained in the offer and the Annexes thereto (the Agreement), except where the prior written agreement of the SEED has been obtained to the waiving of the term or condition in question;
 - 3.2 the organisation ceases to function or is wound up, or ceases to operate for the purposes described in the application form;
 - 3.3 any information given in connection with the application for grant is found to be false or misleading, or fails to disclose a material fact bearing upon the consideration of application; or
 - 3.4 the organisation becomes apparently insolvent, or a petition is made for the sequestration of its estate, in terms of the Bankruptcy (Scotland) Act 1985.

And that within 14 days of the relevant event occurring or within such other timescale and upon such other conditions as may be agreed in writing by SEED.
4. No aspect of the activity being funded by SEED should be party political in intention, use or presentation by the assisted organisation.
5. Organisations will ensure that in carrying out the activity for which the grant has been given that they and anyone acting on their behalf comply with the law for the time being in force in the United Kingdom and in particular do not commit any act of discrimination rendered unlawful by the Sex Discrimination Act 1975 or the Race Relations Act 1986.
6. Grant recipients will acknowledge in all publicity material the contribution of SEED to its costs.
7. All ledgers, accounts, receipts, invoices and other relevant documents relating to the funding will be made available for inspection if required by authorised officers of Scottish Ministers and the Auditor General for Scotland. The grant recipient shall keep and maintain, for a period of 2 years after the end of the financial year in which the grant was paid, adequate and proper records and accounts recording all receipts and expenditure of monies paid to it by the Scottish Ministers by way of grant and all sums expended as part of the approved project for which the grant was made available. The grant recipient shall afford to the Scottish Ministers or their authorised representatives access to such books and accounts as may be required by them.
8. Audited accounts for the grant period must be submitted within 30 days of the end of each financial year. The accounts must identify separately the expenditure and income over the year relevant to the project/that part of the organisation qualifying for the grant.
9. The agreement may be terminated by either party giving 6 months' prior notice in writing. Such termination shall be without prejudice to the rights and claims of SEED in respect of any antecedent breach of the grant recipient's obligations under the Agreement.

10. The grant recipient shall not be entitled to assign, sub contract or otherwise transfer its rights or obligations under the Agreement without the prior written consent of the Scottish Ministers.
11. These Conditions shall continue to apply for a period of 2 years after the end of the financial year in which the final instalment of the Grant was paid.
12. The grant recipient shall be liable to pay the Scottish Ministers interest at the rate of 2 per cent per annum above the base lending rate of the Royal Bank of Scotland from time to time on any sums which have not been paid in full within the relevant time limit specified in the agreement.

NATIONAL VOLUNATARY ORGANISATIONS

Aberlour Child Care Trust
Abernethy Trust Ltd
Adoption UK
Apex Trust
BAAF
Barnardos Scotland
Boys and Girls Clubs of Scotland
Boys Brigade
BTCV Scotland
The Caledonian Award
Children 1st
Children in Scotland
Citizen's Advice Scotland
Commonwealth Youth Exchange Council
Contact a Family
Crew 2000
CSV Scotland
The Duke of Edinburgh Award
Fairbridge in Scotland
Family in Care
Fast Forward
Fostering Network
The Girls Brigade Scotland
Home-Start
Includem
International Voluntary Service (Scotland)
The Iona Community
NCH Scotland
National Association of Toy and Leisure Libraries
National Foster Care Association
National Playbus Association Scotland
Ocean Youth Trust Scotland
PHAB Scotland
Play Scotland
The Prince's Trust
SACRO
SSC
Secure Accommodation Forum
Scotland Campaigners
Scottish Centres
Scottish Chess Association
Scottish Child Law Centre
Scottish Council for the Single Homeless
Scottish Council for Voluntary Organisations
Scottish Crusaders
Scottish Out of School Care Network
Scottish Throughcare and Aftercare Forum
Scottish Youth Parliament
Scout Association
Venture Scotland
Victim Support Scotland
Who Cares? Scotland
The Woodcraft Folk
YMCA
Young Farmers Centre
Young Scot
Youth Scotland
Youthlink Scotland