



Working with people, local communities and partners to identify their strengths and assets, to reduce the impact of alcohol and drug use across North Ayrshire.

Guidance Notes- The Substance of Our Communities

Your Money, You Decide - is a way for local people to decide which projects/ideas will be funded in North Ayrshire. Local groups or individuals can apply for money. This is a 'market stall' event. On decision day groups will each be allocated a display table, where they will provide information about their bids to local people, who vote in person at the event. The votes are counted and money given to those with the highest number of votes after the event. We will always receive more applications than we have funding for, therefore, not everyone can be successful. However, there are a range of alternative funding sources that you may be able to access. Please refer to the North Ayrshire Council or The Ayrshire Community Trust websites for more information.

We will not fund:

- Any political or religious activities (applications can be accepted from faith groups if they are for local community work).
- Routine maintenance or repairs.
- Routine running cost (salaries / electricity / rates / insurance / etc.).
- If you are promoting volunteer or peer work costs can be included for travel.
- Applications from schools (these are the responsibility of the local authority). However, Parent Councils and Associations can apply for extra activities over and above the normal learning and teaching.
- More than one application per group in the financial year (March – April).

Essential Criteria:

- You must be an individual, community group or not-for-profit organization living in, providing a service in, or benefit to, North Ayrshire.
- You must be a constituted group.
- You must have a recovery, no barriers approach to your initiative for those experiencing substance use and promote an anti-stigma environment and ethos.

You must be able to achieve 2 or more of the following North Ayrshire Alcohol and Drug Partnership (ADP) outcomes:

- Fewer people develop problem drug use.
- Children and families affected by alcohol and drug use, will be safe, healthy, included and supported.
- Vulnerable people are diverted from the justice system, wherever possible, and those in the justice system are fully supported.
- People access and benefit from effective, integrated person-centered support to achieve their recovery

You must also

- Be aware of how the project benefits individuals with substance use, their families and the community, and in particular, can assist in reducing drug related deaths.
- Apply for a maximum of £10,000 and a minimum of £8,000
- Be able to spend the funds within 24 months if successful and be willing to attend identified North Ayrshire Alcohol and Drug Partnership meetings and training as agreed.
- Be able to attend the Market Place event on Saturday 18th April 1pm – 3pm (Set up from 11.30am to 12.30pm)
- Allow your project to be used in any promotional material
- Complete an evaluation of the PB process
- Submit your application by midnight 22nd March 2020

The following guidance aims to help you complete the application and understand what our panel, which includes locality planning partnership representatives, will look for in your application.

Statement: Please Tick if your proposal will benefit the locality

Question 1: If you are applying as an individual please insert your name. If you are applying on behalf of a group please insert the group's name. These details will be included in an information pack for communities to consider at the event.

Question 2: Please tell us the name of your project/idea.

Question 3: Please tell us how much you are applying for.

Question 4. Please tell us the total cost of your project/idea.

Question 5: This summary will be included in an information pack to help local people decide how to vote at the event. Please include why you feel your proposal is important and why it should be supported by the community.

For example: “We would like to develop an initiative with partner organizations to link individuals leaving prison to drop in lunches and provide support and encouragement to access other services. This will assist individuals in linking in and making connections when they are at most risk of relapse when they leave prison and can be isolated and more vulnerable to overdose.

Question 6: Include things like a start date and end date. Tell us how your idea allows local people in society/community life. What will the added benefit be? *For example “Our community needs to understand more the complexities of substance use and the further impact if we marginalize individuals with substance use. Linking in to other community groups and supporting them to normalize using these facilities and links can assist in their recovery but we can actively show that they need support. We would look to our community to ask for volunteers and positive role models when some individual’s may not have had this in their life. We would like to use a “buddy system” in relation to this so that they have an individual to work with when they attend or who can support them to access other groups.*

Our group want to link individuals in to training, sports activities, encourage contact with organisations that promote good mental health and wellbeing but ultimately engage with them at the level they are at.

If we were successful we would commence the group in June and we want to use the funds over 2 years but within that look to other sources of funding to make us more sustainable and increase our partnership working.

Question 7: Please let us know in your own words why you think your project/idea is needed.

For example:” We see individuals our community who are under the influence of substances and we want to encourage them to seek support within the community and be more open to all kinds of help, where they will not be judged. “We have also consulted with the local community and they have raised concerns about families affected by loved ones who are becoming more dependent on their substance use and they see their mental health deteriorating.....”; “Due to my/our local knowledge and word of mouth”; “Other groups have informed us that there is a need for this and they also want to work in partnership with us to make our communities as strong as possible and break down some of the stigma”. What will the impact be and how will you show this? For example: “We will use questionnaires/survey monkey to ask people about the benefit of the project/idea”.

We will have case study of individuals if they have a story to tell and how the project has helped them.

We will ask their families how they have made progress, if they think appropriate.

Question 8: Please provide details of the relevant person to contact about your bid.

Question 9: Please provide contact details of the relevant person. This **MUST** include either an e-mail address or a telephone number.

Question 10: Please tick the type of group that you are.

Question 11: Please provide the address where your group meets or activity/idea will take place.

Question 12a: Please tick relevant box.

Question 12b: Please explain how your group is inclusive to all experiencing substance use issues.

Question 12c: Please tick the relevant target group box.

Question 12d: Please explain in the box provided why your group is target to the relevant target group above.

Question 13: Please tick the relevant PVG box and be able to provide PVG certificate if requested to do so.

Question 14: We do not require specific numbers in your application although you may be asked for these at the end of your project. An estimate on your application will help indicate how large your proposal is.

Question 15: Please tick the locality/localities your project/idea will benefit and if you have ticked more than one or all please indicate which locality will benefit most.

Question 16: You must meet/tick at least 2 ADP outcomes but also take note of how this fits with the priorities in the strategy. We need you to take note of some of the underlying principles which underpin our strategy and incorporate in to your application as below within your chosen outcomes.

- Human rights approach
- Person centred
- Trauma informed
- Kindness
- Evidence based
- Challenging stigma
- Equality, diversity and respect
- Partnership 'whole system' approach
- Learning from lived experience
- Collaborative leadership
- Innovative approaches
- Public health approach

Question 17: Please list details about how you will spend the money. For example: Costs of rent , tea/coffee/ leaflets, cost of outings. Provide approximate figures in the cost column. (*We will ask for your feedback on how the project/idea has gone,*

approximately 6 months after the funds have been provided, this may be completing a simple form or perhaps attending an event to tell others about the experience).

Question 18: Please tick the relevant box. If yes is ticked we will need to see evidence of this.

Question 19: Please tick the relevant box. This will not affect your application.

Question 20: We encourage groups who traditionally do not receive funding from North Ayrshire Alcohol and Drug Partnership to apply, however if you have applied or currently have funding from us please complete details in the relevant columns.

**Don't forget we are here to help if you have any questions please email:
ADP@north-ayrshire.gov.uk.**

