

Minimum Contract Level Support



Peer Support Fund: Guidance for applicants

1. Invitation

LSIS has a range of support activities targeted at smaller training providers who are required to work in new partnership or contracting arrangements to meet the Skills Funding Agency's minimum contract level. We now wish to add to this by using the expertise within the sector.

We are therefore inviting applications from training providers (or partnerships or consortia of training providers) for grants of up to £3,000 to:

- provide support to other organisations who are establishing new partnership or contracting arrangements;
- share practice on how to add value by working in partnership.

Applications for funding should be submitted on the accompanying application form by **midnight 7 November 2011** to resource.utilisation@lsis.org.uk.

Successful applicants will receive funding in the form of a grant. Half will be payable once the project funding has been approved in November. The remainder will be payable on receipt of a satisfactory final report by 31 March 2012 when the activity has been completed.

2. Requirements

Successful applicants will be expected to offer support in one or more of the following areas:

- Collaborative contracting;
- Collaborative self assessment review;
- Developing collaborative approaches to quality improvement;
- Leadership and governance within collaborative contracting;
- Managing risk within collaborative contracting;
- Developing collaborative approaches to data/management information ;
- Planning for collaborative inspection;
- Agreeing collaborative Key Performance Indicators;
- Safeguarding.

This support may be provided using the following delivery methods:

- Leading or contributing to web seminars;
- Providing one to one or group support- face to face and/or by telephone/email;
- Providing updates or delivering workshops at regional networks and other events;
- Hosting learning visits to share processes and documents.

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Successful applicants will be expected to:

- work with their allocated LSIS Partnership Advisor to finalise their initial project plan, monitor progress and manage the recruitment for their support activity;
- contribute to LSIS web seminars, when requested;
- provide a brief final report on their support activity;
- participate in the evaluation of activities;
- contribute to the development of an LSIS case studies.

3. Criteria for award of funding

The following criteria will be applied in selecting bids for funding:

- The support will be delivered by an organisation (s) who has changed its contracting arrangements due to Skills Funding Agency minimum contract levels;
- The organisation(s) has demonstrated evidence of expertise in one or more of the areas specified above;
- The organisation(s) has demonstrated evidence of experience in supporting other organisations;
- The proposed activity:
 - has the potential to secure significant improvement in sector practise;
 - promotes effective partnership working;
 - has realistic milestones which are achievable within the timescales.
- The application does not include capital expenditure;
- The award of this grant does not result in double funding;
- All sections of the application form have been completed;
- The application form is written clearly and concisely, avoiding jargon and inflated descriptions.

4. Applications

To apply for this funding, please complete, clearly and concisely, all the boxes on the application form. Please do not include further documentation in support of your application. Applications must not duplicate activities which are being funded from elsewhere, though may follow on from previous projects/activity.

Your application form should be e-mailed to resource.utilisation@lsis.org.uk, titled 'MCL Peer Support Fund' before **midnight 7 November 2011**. If you have any questions, please email resource.utilisation@lsis.org.uk.

All organisations submitting applications for this funding will be advised by 5pm 18 November whether their application has been successful, and given details of arrangements for the payment of the grant for this work. Successful applicants will be invited to a web seminar (webinar) to clarify LSIS expectations and network with the other organisations.