

Guidance Notes



Mainstreaming applications - Guidance Notes

This funding is available to organisations that have a strong track record of delivering livelihoods work in Tanzania and/or Uganda and are **committed to strengthening their approach to disability inclusive development.**

Mainstream organisations are considered to be those who implement mainstream development programmes and who do not support disabled people as the primary focus of their work.

Shortlisted organisations will initially be invited to attend a workshop, where they will be supported to identify ways to strengthen disability inclusion within their organisation. The workshop will help identify where the Big Lottery Fund could add value as part of this process. There will then be an opportunity to submit a more detailed project proposal.

We see disability mainstreaming as an ongoing process and will be looking to shortlist organisations with a range of experiences with these approaches, including those who are at the early stages of considering disability inclusion as part of their work. We are currently considering how we can facilitate stronger links between mainstream organisations and disability-specialised organisations to support this process. This will take place during the project development stage.

We will consider funding organisations that are building on a strong evidence base of how to enable people in Tanzania and Uganda to improve their livelihoods. This could include adapting ongoing work to include disabled people or piloting new initiatives that build on the existing strengths of the organisation and its partners and where disabled people form a significant proportion of the project participants. We will be looking to understand how you will ensure that this learning supports a change in your wider organisational practices, beyond the life of our funding.

Types of activities which could be eligible for funding include:

- Inclusion of disabled people within mainstream formal or informal employment initiatives in different employment sectors. These can include vocational training, business start-ups, agricultural support, village savings and loans, self-help groups, etc.
- Empowerment initiatives for disabled people and awareness raising for communities on disability as part of a wider livelihood approach
- Capacity development for local organisations as part of a wider livelihood approach, particularly increasing their capacity on disability inclusion.
- Work to support making your project tools and approaches disability-inclusive and changing your organisational practices and policies on disability.
- Initiatives which contribute to building up data, research and learning on disability-inclusive development.

How to apply

Interested organisations are invited to review the guidance notes on our website and submit an expression of interest containing the information requested. This should consist of no more than three sides of A4 (five sides if submitting an expression of interest for both countries) and sent to international@biglotteryfund.org.uk by 5pm on Friday 1st December 2017. The subject line of the submission email should be in the following format: *Mainstream application - Organisation Name*.

Please note that we are not looking for detailed project proposals at this stage. We are looking to understand your organisation's work to date and how it could be further developed. We will work closely with organisations that are selected to come through to the next stage, and develop specific project plans.

Part one: your details

Provide your:

- ✓ Organisation name
- ✓ Main contact name and role
- ✓ Email address
- ✓ Telephone number

Part two: your expression of interest

This consists of the following sections:

Section one - About your organisation

Tell us about:

- ✓ Your ongoing experience of delivering livelihoods activities in Tanzania and/or Uganda, and evidence of its effectiveness.
- ✓ The location of these activities and communities, and the partners you currently work with.
- ✓ Specific examples of how you ensure communities and project participants are supported to take the lead in the design, development and delivery of activities.
- ✓ Specific examples of how you're supporting your partner organisations to strengthen their capacity and organisational infrastructure, beyond ongoing project delivery, and how connected they are to the communities they work with.

Section two - your experience of disability inclusive development

Tell us about:

- ✓ To what extent you and your partners currently ensure that disabled people are able to access your project activities, and any challenges you have faced in doing this.
- ✓ Any work your organisation and its partners has undertaken over recent years to develop its approach to disability inclusion within your existing activities.
- ✓ What thoughts and ideas you have had about how our funding might support you to further this approach to disability inclusion.

Shortlisting process

Proposals will be shortlisted by the Fund's programme team during December 2017. Key criteria that will be used to support this process includes:

- ✓ Experience and effectiveness of your livelihoods work to date.

- ✓ To what extent your approach builds on the existing strengths and capabilities of the people you support.
- ✓ How you ensure that project participants and local communities are involved in all phases of the project cycle.
- ✓ The strength and relevance of your local partners, and to what extent you are supporting them to build their capacity and organisational infrastructure beyond ongoing project delivery.
- ✓ What work you have undertaken so far to consider and improve your practices in relation to disability inclusion. We are looking for organisations with high potential to become disability-inclusive and change over the course of the programme.
- ✓ Looking to ensure a mixed portfolio in terms of geographic location, type of project and type of project participant, to maximise the opportunities for learning from this programme.
- ✓ Your level of commitment to disability-inclusive development and openness to adapting your approaches and making wider organisational changes.

Timescales:

Our indicative timelines for the application process are as follows:

Step	Time-frame	Comments
Information published on our website	20 th October 2017	You can contact the international team to talk about your ideas or ask any questions.
FAQ published	To be confirmed	Keep checking the website as we will publish an FAQ document if required.
Deadline for expressions of interest	5pm on 1 st December 2017	
Outcome of shortlisting confirmed	12 th January 2018	Applicants may be contacted to set up a phone call during the shortlisting process to get further details about your expression of interest.
Attend a workshop	20 th February - Scotland 28 th February - London 1 st March - London 6 th March - Wales 13 th March - Northern Ireland	These dates are indicative and depend on the spread of applicants across the country. Please state which workshop you would like to attend in your expression of interest. Up to 3 representatives from each organisation can attend, who can provide updates on disability-inclusive development within the organisation.

Potential visit to in-country partners for shortlisted organisations	March - May 2018	
Approximate dates of submission of full proposal	Late May 2018	<p>If shortlisted, we will work closely with you to develop your project proposal and agree a date for a full project plan to be submitted and assessed.</p> <p>If your organisation is keen to move faster or slower than this, an earlier or later submission date is possible - the feasibility of this will be discussed with you.</p>
Approximate date for project start-up	December 2018/ January 2019	This will vary depending on the date of submission of the full proposal.