

## Pilot Grant-Making Scheme. Plan and Timelines

The services at the centre of the Pilot are Adult Learning (AL) and Physical Disability/Sensory Impairment (PD/SI). The table below sets out activities and progress for both strands of the pilot.

<b>1. Where existing funding is in place for the pilot commissions, the current agreements end on the 31<sup>st</sup> March 2010.</b>			
a	Existing providers affected by the Pilot will be made aware that their existing agreements will end.	June 09	✓
b	Confirm the timeline for the pilot .	June 09	✓
c	Report progress to the Compact Delivery Group	June 09	✓
d	Existing providers will be made aware of the new bidding process.	July 09	✓
<b>2. Commissioners will develop an outcome-based Prospectus for each grant theme.</b>			
a	Identify funding.	July 09	
b	Identify existing services that will be affected by the commission.	July 09	
c	Identify the commissioning outcomes.	July 09	
d	Prepare and test the Prospectuses.	Aug 09	
e	Test the Prospectuses for Compact compliance.	Aug 09	
f	Undertake Equalities Impact Assessment on the Prospectuses (1), and act accordingly.	Aug 09	
<b>3. Supporting Processes for the grant-making process will be developed and implemented before the Prospectuses are published.</b>			
a	Develop a joint approach to marketing and promoting the Prospectuses.	July 09	
b	Develop bidder support.	July-Aug 09	
c	Commission training for the appraisal process.	July-Aug 09	
d	Develop and confirm a generic funding agreement.	Aug 09	
e	Publish detailed appraisal process: terms of reference.	Sept 09	
f	Publish detailed appraisal process: timeline	Sept 09	
g	Publish detailed appraisal process: appeals process	Sept 09	
h	Test Arrangements with partners and other stakeholders	Sept 09	
i	Report progress to the Compact Delivery Group	Sept 09	
<b>4. The outcome-based Prospectuses will be published with an invitation to third sector organisations to bid for the associated grant funding.</b>			
a	Implement marketing plan (public- bidders and promotion of outcome based bidding).	Sept 09	
b	Publish and promote Prospectuses.	Sept 09	
c	Provide independent active bidder support where requested.	Sept-Oct 09	
<b>5. Bids will be appraised and prioritised by an inclusive panel.</b>			
a	Train appraisal panels.	Sept-Oct 09	
b	Conduct first stage (technical) appraisals	Nov 09	
c	Conduct stage 2 appraisal panels	Nov-Dec 09	
d	Identify possible decommissioning and users affected	Dec 09	
e	Undertake Equalities Impact Assessment on appraisal decisions (2).	Dec 09	
f	Announce successful bids to bidders	Dec 09	
g	Inform service users and communities affected by funding decisions	Dec 09	
h	Implement decommissioning arrangements and Equalities Impact Assessment actions.	Dec 09	

i	Identify any transitional arrangements needed to implement the appraisal panel's decision	Dec 09	
j	Publicise and promote the process at the conclusion of the appraisal process	Dec 09	
<b>6. Unsuccessful bidders may have grounds to appeal against the appraisal decision.</b>			
a	Ensure that appeal arrangements are clear to unsuccessful bidders	Dec 09-Jan 10	
b	Implement an appeal process where needed.	Dec 09-Jan 10	
c	Ensure that grant-making timelines are adjusted to account for the appeal process.	Dec 09-Jan 10	
d	Implement appeal decisions	Dec 09-Jan 10	
<b>7. The grant funding agreements will be negotiated with successful bidders and a Compact compliant funding agreement will be put into place.</b>			
a	Formal agreement on funding, duration and payment arrangements	Dec 09-Jan 10	
b	Formal agreement on performance and reporting	Dec 09-Jan 10	
c	All agreements signed off and filed.	Feb-March 10	
<b>8. The grant funding will commence once a funding agreement and any de-commissioning or transition arrangements are in place.</b>			
a	Target date for implementation of AL and PD/SI commissions.	April 10	
b	Promote the grant-making process and produce a case study	April 10	

Please contact [martin.johnson@iow.gov.uk](mailto:martin.johnson@iow.gov.uk) with any views or observations that you have about this plan and timeline. This pilot project is an opportunity to develop a sustainable approach to all future grant funding and all views are welcome.