



# Recovery Devon

## Development Fund 2017



### Guidance Notes

#### Purpose of the Development Fund:

To make small amounts of funds available to individuals and organisations wishing to carry out a recovery-based project, activity or research.

The Recovery Development Fund is particularly suitable for those who may not have run a project before and those who may struggle to secure funding from established sources. You may apply if you are a service, established group or project, informal group or individual.

If you have a great idea but have been uncertain how to make it happen, we want to hear from you.

#### Funding available

Each application will be up to a maximum of £750.

#### What constitutes a recovery-based project, activity or research?

All successful applications will demonstrate an understanding of the recovery approach and will adhere to recovery values and principles throughout.

Projects, activity or research must be based in Devon or if part of a wider region, have a Devon-based component.

For information on the recovery approach and values and principles please refer to:

[www.recoverydevon.co.uk](http://www.recoverydevon.co.uk)

Suitable applications could be for art-based projects or activities such as: a short animation or video, a music-based project, creating a piece of artwork for example a sculpture.

An application may be made to run a community event for example at a school or college.

An example of a research project could be to conduct a survey of the community's attitudes to mental well being and recovery.

Projects will need to involve the wider community and be able to measure their impact in terms of people reached.

Projects will also need to consider how they are promoted and publicised. The Recovery Exchange and Recovery Devon's social media channels may be used for this purpose.

#### Timescale

Projects will submit their applications in the form of a single page project overview by **January 10<sup>th</sup> 2017**.

The successful project overviews selected will be notified by **January 31<sup>st</sup> 2017**.

Following selection a full project plan will then need to be submitted with full costings, timeline and expected outcomes by **February 28<sup>th</sup> 2017**.

Projects will be expected to start before **April 2017** and finish no later than **August 31<sup>st</sup> 2017**.

The RDF committee will offer assistance to those applicants where it is felt additional information or clarification is required.

## How will the fund be administered?

Applications from constituted groups will be able to apply for half of their funding at the start and the second half to be transferred at an agreed date.

Individuals who are successful with their application for funding will be asked to submit supplier's invoices which will then be paid by Recovery Devon.

Reasonable expenses incurred by applicants and any volunteers will be covered and should be included in any project budget for expenditure.

Funds may be used to purchase or hire equipment although the benefit must be clearly explained and justified.

Project outputs must show Recovery Devon as a funder and access will be given to Recovery Devon branding.

Rights to project outcomes will be retained by Recovery Devon.

Recovery Devon has a limited capacity to assist and support project applications.

In all cases receipts must be kept.

Following completion of RDF funded projects, the fund will be reviewed and a decision made whether to extend funding opportunities in the future.

## Recovery Development Fund Celebration Event

Recovery Devon will host a celebration event in **October 2017** where each project will present their project to an audience of Devon Partnership NHS Trust staff, members and supporters of the Recovery Devon community and invited guests.

In order to chart each project's progress, Recovery Devon asks for submissions of reports together with photos or material that can be more widely shared. Report frequency depends on the nature of the project, but will usually be at least one mid-way through the project and an outcomes report. These help us raise the profile of the projects and the development fund with a view to sustaining the development fund for applications next year.

Completed Applications should be sent to:

**recoverydevon@gmail.com**

Or call for postal details: 07824 161192