



An Roinn Sláinte
Department of Health

Sláintecare Integration Fund Application Guide

Key Timelines:

Announce fund	22 nd March 2019
Deadline for submission of applications	18 th April 2019

Applications must be completed and submitted via email at PitchToSlaintecare@health.gov.ie.

Introduction

The [Sláintecare Action Plan 2019](#) establishes the building blocks for a significant shift in the way in which health services are delivered in Ireland. It seeks to deliver on the Future of Healthcare Committee's vision of a health system in which care is provided in the right place, at the right time, by the right person.

Budget 2019 provided €20 million for the establishment of a new ring-fenced *Sláintecare Integration Fund* to test and scale how services can best be delivered.

The *Sláintecare Integration Fund* is seeking submissions with a focus on prevention, community care and integration of care across all health and social care settings.

Submitted projects **must be in a position to be implemented in 2019.**

Projects that can demonstrate partnership working and that are co-funded will be particularly welcomed.

Applications are invited for projects that will;

- Promote the engagement and empowerment of citizens in the care of their own health
- Scale and share examples of best practice and processes for chronic disease management and care of older people
- Encourage innovations in the shift of care to the community or provide hospital avoidance measures

Applications should be submitted as an attached document in email to PitchToSlaintecare@health.gov.ie by **1pm on the 18th April 2019.**

Evaluation Criteria

The reviewers will evaluate applications on a competitive bases against the criteria set out below. Applications must score highly against all criteria to be considered for funding.

Evaluation Criteria

- A Project Implementation Plan**
150 marks

- B Change Management Approach**
200 marks

- C Benefits of the Project (adding value)**
300 marks

- D Cost of Proposal**
200 marks

- E Evaluating, Monitoring and Reporting Proposal**
150 marks

Application Details

Corporate and Project Information

Overview

The applicant must demonstrate that they are an established not-for-profit entity which is either a limited company, a DAC, or a statutory agency. In the event of a partnership application a lead applicant should be named.

The applicant must also be able to provide proof of compliance with taxation and other statutory requirements if required, or if selected for funding.

Applicants must describe the project in terms of the inputs, timescale and deliverables. They must clearly demonstrate that the project will facilitate a shift in care to community-based settings or reduce demand on the acute care system. The project ought to be scalable to a national level. The applicants should demonstrate their awareness and understanding of the current and future capacity needs of the community. Failure to provide enough details in relation to corporate and project information may result in the project not being considered further in the process.

Evidence

Applicants are required to provide a brief outline of their legal structure. They must also confirm that they are able to provide evidence of financial and economic standing including the following data *if required*.

- Audited financial statements for the past three years
- Bank references
- Tax Clearance Certificate
- Insurance, including Employee and Public liability.

Applicants are required to outline their project governance structure. This includes identifying the named individual who will be responsible for the delivery of the project and for overseeing the use of the allocated funds.

Applications will be expected to outline details of the proposed project, its objectives and expected timelines.

- Outline the project in terms of inputs, timescales and deliverables.
- Demonstrate the innovative nature of the project.
- Demonstrate that the project is nationally scalable.
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The word limit is **500 words**

A Project Implementation Plan (150 marks)

Overview

Applicants must include a detailed project implementation plan, including project readiness. These must demonstrate clearly that there are defined goals and objectives, scheduled milestones, adequate resources and have clearly designated and named responsibilities within the project to achieve their overall objectives. The team must also demonstrate that they have the skills, knowledge, supports and partnerships necessary to direct the proposed project, and to be actively engaged in carrying the project through to completion.

Evidence

There must be evidence of project readiness and the ability of the team to begin the project within 6 weeks of being notified of a successful application.

The project implementation plan must include the following,

- Major tasks,
- Scheduled milestones,
- Implementation schedule,
- Resource requirements,
- Dependencies and identified risks.

The plan should be set out in narrative form supported by Gantt charts as required.

The word limit is **500 words and Gantt Chart(s)**

B Change Management Approach (200 marks)

Overview

Applicant teams must demonstrate clearly that they contain the necessary breadth and depth of expertise in all areas required in the management of projects and the delivery of change.

Applicant teams must have a track record in leading change within multi-disciplinary teams.

Applicant teams must have experience of both hospital and community settings, as required. They must demonstrate clearly that they have the level of leadership, expertise and cross health care experience within the team that matches the ambition, scale and complexity of the project.

Evidence

Applications will be expected to outline the strengths of the implementation and change management team.

- Demonstrate the strength of the implementation and change management team members in providing high-quality leadership with a focus on integrated care. This should include an overview of the mix of staff and their expertise and relevant experience.
- Demonstrate a proven track record for the team, in terms of outputs and outcomes (where possible), in delivering change within expected timelines.

The word limit is **500 words**

C Benefits of the Project (adding value) (300 marks)

Overview

The integration fund proposals are designed to test and scale up models of care on a significant scale with a focus on integrated care across all settings. Each project must be able demonstrate that it will deliver an improvement to patient care either in terms of prevention, hospital avoidance, early discharge or by shifting treatment to a community-based setting.

Applicant teams are required to provide a summary of the proposed project, in terms of number of patients or service users seen or treated and the impact of the proposed project on the current service delivery model.

Evidence

Applicant teams are requested to

- 1) Provide a summary of their project in terms of:
 - a. The number of patients/service users seen/treated.
 - b. Whether the project is a new way to deliver a service.
 - c. Whether the project is the delivery of care in a more appropriate way.
 - d. The impact of the implementation of the project on the current service provision for patients or service users.
 - e. The potential to scale this project nationally.
- 2) Identify any potential benefits, cost savings or other efficiencies achieved through the project.

The word limit is **600 words**

D Costing of Proposal (200 marks)

Overview

Projects are likely to be of a scale in excess of €50,000.

Applicants need to demonstrate that the project can be delivered within budget. The budget requested must reflect the scale and nature of the proposed project in 2019. Projects which are co-funded in a partnership model are particularly encouraged.

Evidence

- Please identify any dependencies and time scales within this project, e.g. hiring of staff, significant IT investment or availability of premises.
- A full detailed breakdown of costings is required in the following format.

Personnel costs	Must be listed for each salaried personnel.
a) Salary	Full salary cost for the duration of the project. Please state the whole time equivalent pay cost.
b) Employer's PRSI	Employer's PRSI contribution is calculated at 10.85% of gross salary.
Direct Costs	All costs required to carry out the project including materials and consumables, survey costs, travel for participants, transcription costs etc.
Equipment Costs	Funding for small items of equipment can be included in this section. All costs must be inclusive of VAT, where applicable.
Other Costs	Please complete this budget section for any additional cost outside running costs that you require for this project. Note that all additional costs will need to be clearly justified.

The word limit is **500 words and costing details**

E Evaluating, Monitoring and Reporting (150 marks)

Overview

Applicants need to demonstrate that there is a plan to monitor, evaluate and report on the project to Sláintecare on a phased basis. They must also demonstrate that a methodology is in place to disseminate and exchange knowledge and learning from the project.

Applicants need to demonstrate the project inputs, the activities undertaken, the required outputs and how they will be measured and how these outputs will link to desired patient / service user outcomes.

Evidence

Applicants must describe what arrangements are proposed to monitor, evaluate and report on the project, including the delivery of added value.

Applicants must describe what positive outcomes they wish to achieve at the hospital level and community level, for patients, service users and staff. They must demonstrate how they will measure these outcomes including the data that will be collected throughout the project, and the methodology that will be used to quantify the benefits from the project. Where possible, existing output and outcome indicators should be used in defining the outcomes of the project, e.g. bed days saved, average length of stay (AvLoS) reduction etc.

Applicants must outline their existing baseline data for their chosen indicators and outline the anticipated changes in this data following implementation.

Applicants must describe their methodology to clearly disseminate any knowledge or learnings both during and after the project.

The word limit is **500 words**

Submission of Applications

The application should be in Word format only. The application should be set out in narrative form supported by Gantt charts and tables as appropriate. The application should be set out under the following headings:

Proposal section	Word count limit	Marks available
Corporate and Project information	500	Not marked
Project Implementation Plan	500 (+ Gantt chart(s))	150
Change Management Approach	500	200
Benefits of the Project (adding value)	600	300
Costing of Proposal	500	200
Evaluation Monitoring and Reporting	500	150
Total	3,100	1,000

The deadline for submission of complete applications is 18th April 2019 at 1.00pm.