

ANNEX B



**SUSTAINABLE ENHANCEMENT FOR ELDERCARE AND
DISABILITY SERVICES (SEED) FUND**

3RD GRANT CALL



INTRODUCTION

The Sustainable Enhancement for Eldercare and Disability Services (SEED) Fund is \$1.45 million vehicle designed to identify and address eldercare and disability issues. Through this fund, the Centre for Enabled Living (CEL) would like to support and promote:

1. Initiatives which benefit and improve the lives of Persons Needing Care¹ (PNCs) and their caregivers, and
2. Industry collaborations and the sharing of best practices and findings, thereby enhancing the capabilities of service providers and strengthening the national support network.

In the past 2 years, the SEED Fund has supported 23 projects, granting a total of \$2.4 million for initiatives benefitting PNCs and their caregivers. In keeping with the objectives of the SEED Fund, CEL is pleased to announce the 3rd grant call in 2011.

The purpose of the 3rd grant call is to encourage ideas and pilot projects to test out new approaches to delivery of eldercare and disability services. Themed 'Innovation for Long Term Sustainability in Service Delivery', this grant call aims to focus on:

1. Integration of services for PNCs, and
2. Greater efficiency and cost effectiveness in service provision.

For this round, CEL is inviting proposals from individuals or organizations for 6 different project categories. An overview of each project and the project specifications can be found in Annex A. Individuals or organizations may choose to participate in more than 1 project category. Collaborations are highly encouraged between interested participants.

¹ Persons Needing Care refer to frail seniors and people with disabilities (PWDs)

SELECTION CRITERIA

Utmost effort should be made to ensure that your application meets the following criteria:

1. The proposal shall provide an indication of an individual's or organization's future performance. Clear and concise answers and the ability to follow through the application process are expected. This will be taken into consideration in addition to the applicant's qualifications, strengths and capabilities.
2. Applicants have to ensure that the proposal is aligned to the objectives of this grant call. Essential requirements stated in the project specifications must be adhered to closely.
3. Proposals should present original and innovative solutions, or attempt a new or different way of carrying out the delivery of an existing service. Projects which aim to extend the existing service to a wider of range of clientele will have an added advantage.
4. Applicants should demonstrate strong evidence in the feasibility of the proposed approach to the project and a reasonable estimate of the costs incurred in relation to the project.
5. The project should last no longer than 24 months.
6. The amount of funding sought should not exceed \$300,000. Please note that approved projects may be funded up to 80% of the total project cost. Successful applicants are responsible for funding the remainder of the total project cost.
7. Successful applicants must commit to submitting quarterly outcome tracking reports. In addition, a final progress report and an external audit report will be required after the end of the project. Projects spanning more than 12 months are expected to produce annual progress reports on a timely basis.

TIMELINE

Activity	Date
Briefing Sessions	September 2011
Call for proposals	October 2011
Deadline for submission of proposals	November 2011
Telephone / personal interviews	December 2011
Award decision	January 2012
Commencement of projects	April 2012

SUBMISSION INSTRUCTIONS

1. To be considered, your proposal must be submitted using the application form provided. All information should be entered using Arial font, size 12.
2. All sections in the application form must be completed. Where information requested is not applicable, please indicate 'N/A'. Applications with incomplete information may be disqualified.
3. Please provide clear and concise answers. Answers may be provided in point form.
4. All responses must be kept within the space provided in the application form.
5. Each individual or organization is allowed to participate in 1 or more project category. A separate proposal has to be submitted using this template for each project category that the individual or organization wishes to participate in.
6. Completed proposals must reach the SEED Fund Secretariat no later than noon on [insert date]. Late submissions will not be considered.
7. Please send your application form and all supporting documents in both hard copy and soft copy to:

Hard copy - The SEED Fund Secretariat
Centre for Enabled Living Ltd
No. 7 Maxwell Road, #05-08
Annexe B, MND Complex
Singapore 069111

Attn: Ms. Alexandra Chua

Soft copy - Alexandra_CHUA@cel.sg

PROJECT SPECIFICATIONS

This annex aims to provide those who are interested in applying for the SEED fund an overview of the projects available, as well as the specifications for each project category.

When going through the project specifications, please take note of the following:

FOR HOME HELP PLUS & MEALS ON WHEELS PLUS

Basic Services (Existing) : Services under this category are those already available through the existing service model or offered by current service providers.

Applicants who are currently receiving government funding for the provision of these services have to ensure that the service model requirements continue to be adhered to under the SEED project.

Basic Services (Additional): Services under this category are those that are currently not included in the existing service model, but are being offered separately by various service providers.

Applicants should aim to integrate these services (where appropriate) as part of the basic/essential offerings under the SEED project.

Optional Add-ons : Services under this category are optional choices that applicants can consider under the SEED project to provide value-add to clients, or to reach out to a different group of consumers.

FOR TRANSPORT SERVICE FOR PNCs & OPEN CATEGORY

Compulsory : These conditions indicated must be adhered to in order for the SEED application to be considered.

Optional : These conditions indicated are for the consideration of applicants and need not be adhered to in order for the SEED application to be considered.

1. INTEGRATED HOME-BASED CARE

Overview :	<p>Participants are expected to pilot an Integrated Home-Based Care service.</p> <p>The concept behind the Integrated Home-Based Care service combines elements of the existing Home Help Service with home care services (e.g. home nursing, home medical, home therapy, etc.) and other peripheral services.</p> <p>Participants are required to:</p> <ol style="list-style-type: none"> 1. Expand the range of basic services available to clientele, and 2. Offer optional add-on services. <p>Under the Integrated Home-Based Care service, service users will continue to have a personalized care plan customized according to their individual needs.</p> <p>Service providers should aim to offer a range of services that are suited to its clients' needs, as well as diversify the customer base.</p> <p>In addition, applicants can explore the possibility of engaging foreign workers to overcome manpower constraints in service provision.</p>
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Specifications :	Basic Services (Existing)	Meals delivery, housekeeping, personal care hygiene, laundry, escort to hospitals and/or clinics for medical appointments
	Basic Services (Additional)	Home nursing, home medical, home therapy, befriending, in-home respite care (live-out), home modification
	Optional Add-ons	Shopping, financial management, wellness therapy, care of pets, etc. ²

² This list is for reference only and is not exhaustive. Participants are encouraged to offer any optional add-on service which may be in demand.

2. MEALS ON WHEELS PLUS

<p>Overview :</p>	<p>There are currently more than 10 providers offering meal delivery services for the frail elderly. However, the current service suffers from a lack of economies of scale. Meals on Wheels Plus is a project that aims to address this problem through demand aggregation.</p> <p>Through this exercise, decrease in the outlays for meal provision should, in part, translate into cost savings for service users. Furthermore, providers should also strive to improve the quality of meals and achieve service standards above the minimum requirements prescribed under the Home Help Service model.</p>
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<p>Specifications :</p>	<p>Basic Services (Existing)</p>	<ul style="list-style-type: none"> • Provide 2 meals a day, 7 days a week, or according to agreed scope and frequency • Take into consideration the unique dietary requirements of the client
	<p>Basic Services (Additional)</p>	<ul style="list-style-type: none"> • Food has to be delivered within 2 hours from the time it is packed • Achieve reduction in average cost per meal
	<p>Optional Add-ons</p>	<p>Different menus to cater to varying ability to pay, offering frozen meals, etc.</p>

3. TRANSPORT SERVICE FOR PNCs

<p>Overview :</p>	<p>For this project, applicants are encouraged to relook at the way transport services for Persons Needing Care (PNCs) are being provided.</p> <p>In particular, the project should aim to target some of the problems currently faced by this service, which includes:</p> <ol style="list-style-type: none"> 1. Insufficient number of vehicles; and 2. Consolidation of resources and routes. <p>The objective of the proposals should be to try out a different way of providing a safer, more efficient and effective means of transportation for PNCs.</p>
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<p>Specifications :</p>	<p>Compulsory</p>	<ol style="list-style-type: none"> 1. All vehicles must be retrofitted to be wheelchair-friendly. 2. Maintain ratio of 1 vehicle to every 10 customers. 3. On-board attendant.
	<p>Optional</p>	<p>Door-to-door escort service, personal charter service, travel service, specialized medical service plying various public hospitals, etc³.</p>

³ This list is for reference only and is not exhaustive. Participants are encouraged to offer any optional add-on service which may be in demand.

4. OPEN CATEGORY

Overview :	<p>The Open Category is designed to encourage collaborations in the social services sector. Partnerships can be established between organizations (both non-profit and private), and/or between organizations and individuals.</p> <p>Projects in this category should aim to improve the lives of the following groups of people:</p> <ol style="list-style-type: none"> 1. Elderly, and/or 2. Persons with Disability (PWDs), and 3. Caregivers of elderly and/or PWDs <p>In addition, projects should be aligned to the theme of the third grant call.</p>
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Specifications :	Compulsory	<ol style="list-style-type: none"> 1. Applicants must demonstrate proof of partnership / collaboration 2. Project must be aligned to the theme of the third grant call and target the identified groups of people
	Optional	Projects that span across the health and social sectors