

UKSPF Scoring Criteria 2022/25

Does the project meet the outcomes of the interventions?	Q2	Has to be a yes or application not assessed			
Are the project costs eligible?	Q9 and Q10 Yes/no/partial	<p>These are not eligible:</p> <ul style="list-style-type: none"> • Paid for lobbying, entertaining, petitioning or challenging decisions, which means using the Fund to lobby (via an external firm or in-house staff) in order to undertake activities intended to influence or attempt to influence Parliament, government or political activity including the receipt of UKSPF funding; or attempting to influence legislative or regulatory action • Payments for activities of a party political or exclusively religious nature • VAT reclaimable from HMRC • Gifts, or payments for gifts or donations • Statutory fines, criminal fines or penalties • Payments for works or activities which the lead local authority, project deliverer, end beneficiary, or any member of their partnership has a statutory duty to undertake, or that are fully funded by other sources • Contingencies and contingent liabilities • Dividends • Bad debts, costs resulting from the deferral of payments to creditors, or winding up a company • Expenses in respect of litigation, unfair dismissal or other compensation • Costs incurred by individuals in setting up and contributing towards private pension schemes 			
Are the interventions, baseline information and new targets deemed appropriate and achievable?	Q2				
How clearly has the applicant described the activities or services they will deliver, how they will deliver them and does it fit with the selected interventions?	Q3	Out of 10	<p style="text-align: center;">EXAMPLE OF A 1</p> <p>A weak application:</p> <p>Outcomes not linked to outputs.</p> <p>Project does not fit with selected intervention.</p>	<p style="text-align: center;">EXAMPLE OF A 5</p> <p>An average application:</p> <p>Links between interventions and outcomes are made but no clear indication of how activity will make changes or be delivered.</p>	<p style="text-align: center;">EXAMPLE OF A 10</p> <p>A strong application:</p> <p>Clear link between interventions, outcomes and explanation of how the project will be delivered and the changes that will be made as a result of the activity.</p>

How well does the application evidence the unmet need?	Q4	Out of 10	<p>A weak application will:</p> <p>Not make reference to research and data sources</p> <p>No direct community engagement</p> <p>Not demonstrate that there is a gap in services</p> <p>Not demonstrate how the activity will lead to better outcomes</p>	<p>An average application:</p> <p>Makes reference to data sources but not how it has informed their project</p>	<p>A strong application:</p> <p>Provide evidence of need from direct community engagement or research and/or use data from existing sources.</p> <p>Confirm that the project will fill a gap in services and be confident that it will not duplicate work</p> <p>Demonstrate clearly how the activity will lead to better outcomes for local people</p>
How well does the application demonstrate how they intend to evaluate the project?	Q4	Out of 10	<p>A weak application will:</p> <p>Make no mention of evaluation</p>	<p>An average application:</p> <p>Only makes reference to 1 evaluation method</p> <p>No baseline information</p>	<p>A strong application:</p> <p>A clear evaluation method that will show how you will know you have made a difference.</p> <p>A variety of methods</p> <p>A baseline knowledge, i.e. what they know at the START of the project so that they can measure the changes.</p>

<p>How well does the application demonstrate partnership working?</p>	<p>Q5</p>	<p>Out of 10</p>	<p>A weak application:</p> <p>Has no established partners.</p>	<p>An average application:</p> <p>Makes reference to others working in the area but not to how they are working together.</p>	<p>A strong application:</p> <p>Strong partnerships.</p> <p>Contributes to community planning in Midlothian.</p> <p>Examples of collaborating on delivery, signposting, referring people to them or taking referrals from them.</p>
<p>How well does the organisation demonstrate they have the experience/expertise to deliver the project?</p>	<p>Q6</p>	<p>Out of 10</p>	<p>A weak application:</p> <p>Makes no reference to established links with the community</p> <p>No track record in delivery</p> <p>Training not up to date</p>	<p>An average application:</p> <p>Limited detail on skills, knowledge and experience of volunteers, and/or directors</p> <p>Limited detail on track record of delivery</p>	<p>A strong application will:</p> <p>Knowledge of, and established links, with the local community</p> <p>The skills, knowledge and experience of volunteers, and/or directors</p> <p>Staff members with expertise</p> <p>A track record in delivery</p> <p>Team has undertaken current and relevant training</p> <p>Identifies assets and resources available including space, equipment, etc.</p>

<p>How well does the application demonstrate that the project will be accessible and promotes equality?</p>	<p>Q7</p>	<p>Out of 10</p>	<p>A weak application:</p> <p>Makes no reference to policies and procedures promoting accessibility.</p> <p>Staff and volunteers not trained on equality and diversity.</p>	<p>An average application:</p> <p>Makes satisfactory reference to Policies and Procedures that promote accessibility.</p>	<p>A strong application will:</p> <p>Policies and Procedures that promote accessibility.</p> <p>Protected characteristics groups .</p> <p>Accessibility of premises -e.g. ramps, opening hours, outreach.</p> <p>Marketing to under-represented groups, Plain English, Other languages, Large print.</p> <p>Support offered to vulnerable service users to enable them to participate.</p> <p>Active work with your service users on equalities.</p> <p>Partnership with specialist organisations.</p> <p>Training provided to staff and volunteers on equality and diversity.</p>
<p>How well thought through is their exit strategy?</p>	<p>Q8</p>	<p>Out of 5</p>	<p>A weak application will:</p> <p>Not consider an exit strategy</p> <p>Not consider alternative funding streams</p>	<p>An average application:</p> <p>Acknowledges the need for an exit strategy but not identified alternative funding</p> <p>Acknowledges the potential to have to wrap up the</p>	<p>A strong application will:</p> <p>Provide timescales for identifying and applying for alternative funding</p> <p>Identify whether it is viable to generate income through</p>

			Not plan for wrapping up the project if alternative funding or income is not available	project but not the practicalities of this	social enterprise, and what will need to be done in order for this to happen Consider whether after three years, the project may need to develop or change Consider how you may wrap up the project if alternative funding or income is not available.
Do the project costings appear to be realistic, offer value for money and are they appropriate to the outputs of the interventions, outputs and outcomes?	Q9 and Q10	Out of 10	A weak application: Unrealistic costings. Numbers rounded up with no detail. Totals do not add up. No cost detail per intervention. Request is more than budget.	An average application: Provide overall costings.	A strong application will: Provide detailed costings per intervention split capital and revenue where appropriate. Demonstrate value for money Totals add up.
How do you intend to cover any unexpected costs which might arise?	Q11	Out of 5	A weak application: No detail or consideration.	An average application: Makes reference but no examples.	A strong application will: Makes reference to already secured funding. Makes reference to contingency planning. Makes reference to seeking additional funding.
Match Funding	Q13 Yes/No	If Yes is it secured, how much and for how long			

Feedback to unsuccessful applicants

- The application did not give enough detail to the change the project would make
- The application did not sufficiently evidence the unmet need
- The application did not make reference to evaluation methods and their plan to evaluate
- The application does not make reference to local partners
- The application does not identify established links in the community
- The applicant has a limited track record of delivery in Midlothian
- The application makes no reference to policies and procedures promoting accessibility
- The application does not evidence a strong exit strategy
- The application costings are not realistic
- The application makes no reference to staff and volunteers not trained on equality and diversity
- There is not enough detail given to make a sound judgement on the deliverability / feasibility of the project.
- The project outlined does not appear to be deliverable / feasible.
- The application does not identify a clear target group for the project.
- The application did not accurately identify need