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THE SCOTTISH OFFICE

Department of Health

**NHS
MEL (1998) 77**

NHS Management Executive
St. Andrew's House
Edinburgh EH1 3DG
15th December 1998

Dear Colleague

MENTAL HEALTH DEVELOPMENT FUND

Background

1. NHS MEL(1997)62 of 18 September 1997 announced the arrangements for The Mental Health Development Fund, which is to assist Health Boards, working in partnerships with GPs, NHS Trusts, local authorities and other agencies, to make quicker progress toward the development of local community focused comprehensive services which better meet the needs of people with mental health problems.
2. The allocations made following consideration of the first round of applications, were announced on 29 June 1998.
3. Paragraph 11 of the 1997 letter set out the planned timetable for submission of bids for rounds 2 and 3. This letter announces a change to those arrangements.
4. The application and assessment criteria are unchanged and are repeated in the Annex to this circular.

Revised Timetable

5. Health Boards are invited to co-ordinate and submit formal bids, for funding in year 1999/2000 (round 2) by 10 February 1999. This is to allow decisions to be announced before the start of the financial year in which the spend is to take place.
6. The arrangements for later projects will be notified in due course.

Addressees

For action:

General Managers, Health Boards
Chief Executives, NHS Trusts
Directors of Housing/Chief
Housing Officers
Directors of Social Work/
Chief Social Work Officers

For information:

Chief Executives, Local Authorities
Chief Executive, COSLA
General Manager, Common
Services Agency
General Manager,
State Hospitals Board for Scotland
Executive Director, SCPMDE
Chief Executive, Scottish Homes
Scottish Federation of Housing
Associations
Chief Executive,
Health Education Board for Scotland

Enquiries to:

Health

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COMMON SERVICES AGENCY	
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16 DEC 1998	
FILE No.	
REFERRED TO	ACTION
<i>Kumar</i>	

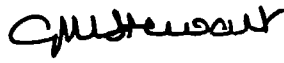
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Action

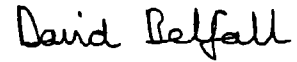
7. Applications should be submitted by Health Boards to the Scottish Office Department of Health, NHS Management Executive, Health Care Policy Division, St Andrew's House, Regent Road, Edinburgh EH1 3DG.



KEVIN J WOODS
NHS Management
Executive



GILLIAN M STEWART
Social Work Services Group



DAVID BELFALL
Development Department

MENTAL HEALTH DEVELOPMENT FUND**Application and Assessment Criteria**

1. Bids (for first year funding only) will be assessed on evidence:
 - of a link between the project and a published, locally agreed mental health plan or strategy which incorporates the principles of the Framework for Mental Health Services in Scotland, particularly the key points set out in the “Making It Happen” Annex to the Framework document;
 - that the project would enable services to meet the needs of people with severe and/or enduring mental health problems;
 - which demonstrates that the interventions proposed would deliver effective outcomes for people who receive mental health services or those who care for them;
 - of joint commissioning and the development of effective working between local agencies (statutory and others);
 - of shared commitment to funding the project in, and after, the first year;
 - of how applicants plan to jointly assess progress made in year (and to avoid separate agency monitoring).

2. All applicants will be required to comply in all respects with the conditions attaching to funding, which will include:-
 - the joint applicants will formally accept the offer of funding and funding conditions;
 - the Lead Organisation will notify NHS ME of the project start date, time span, and any material change made to the project as it progresses;
 - the Lead Organisation will ensure that expenditure is kept in line with the agreed project cost budget and expenditure profile;
 - payment of funds will not be made in advance of need;
 - the Lead Organisation will provide quarterly financial statements signed by the Finance Officer/Treasurer. These to provide details of the actual eligible expenditure incurred;
 - all unexpended balance of funding will be surrendered to the NHS ME;
 - all target dates for submission of interim and final reports will be observed;

- any equipment used for the funded project will be included on the Lead Organisation inventory and any disposal/write-off will be in line with Lead Organisation's standard arrangements;
- specific merits that would attract support for schemes of an anticipated one year duration with no continuing requirement thereafter. Such schemes in particular may warrant matching funding from the joint applicants.

3. All applications for funding under the Fund should be co-signed at senior management level on behalf of the Health Board and relevant local authorities (Social Work and Housing as appropriate) and by all other agencies and individuals who have committed themselves to the scheme. Applications must include a completed proforma which together with financial and other detail requires applicants to provide an assessment of the criteria for success by which they consider a successful outcome of their scheme should be measured.