

Page 1

(Page 1 /6)

Application type

Single organisation

THIS IS AN APPLICATION FOR FUNDING FROM A SINGLE ORGANISATION

Name of organisation applying

Elect Her

Title of proposed work

Scotland's Women Stand

Are you applying for new or existing work?

Are you applying for new or existing work?

Both

Where did you hear about this fund?

Gender Equality Team at the Directorate for Equality, Inclusion & Human Rights in the Scottish Government

Page 2 (Page 2 /6)

1.1 Legal name of your organisation

Elect Her

(Other) Known name of your organisation if applicable

Formerly known as The Parliament Project

1.2 Registered address for your organisation

Registered address line 1

[REDACTED]

Registered address line 3

Registered address line 2

Town/City

Edinburgh

Scottish Local Authority

Scottish Local Authority
Edinburgh City

Postcode

[REDACTED]

Website

<http://www.elect-her.org.uk>

Facebook Page

<https://www.facebook.com/ElectHerUK>

Twitter Page

https://twitter.com/ElectHer_UK

1.3 Main contact for this application

Main contact first name

Hannah

Main contact last name

Stevens

Main contact position in organisation

Director

Main contact phone number

[REDACTED]

Main contact mobile number

[REDACTED]

Main contact email address

[REDACTED] **[@elect-her.org.uk](mailto:[REDACTED]@elect-her.org.uk)**

Correspondence address (if different from 1.2 above)

Address Line 1

Address Line 2

Address Line 3

Town/City

Postcode

1.4 Legal status of your organisation

Legal Form

Scottish Incorporated Charitable Organisation (SCIO)

Charity No (if applicable)

Pending

Company No (if applicable)

Year organisation was established?

2017

Is your organisation a branch of another charity/body?

Is your organisation a branch of another charity/body?

No

1.5 Current areas of operation in Scotland

What areas of Scotland do you currently operate in?

- **Aberdeen City**
- **Aberdeenshire**
- **Angus**
- **Argyll & Bute**
- **Clackmannanshire**
- **Dumfries & Galloway**
- **Dundee City**
- **East Ayrshire**
- **East Dunbartonshire**
- **East Lothian**
- **East Renfrewshire**
- **Edinburgh City**
- **Eilean Siar**
- **Falkirk**
- **Fife**
- **Glasgow City**
- **Highland**
- **Inverclyde**
- **Midlothian**
- **Moray**
- **North Ayrshire**
- **North Lanarkshire**
- **Orkney**
- **Perth & Kinross**
- **Renfrewshire**
- **Scottish Borders**
- **Shetland**
- **South Ayrshire**
- **South Lanarkshire**
- **Stirling**

- West Dunbartonshire
- West Lothian

1.6 Guiding Documents

Which of these do you have in place to guide your work? Tick all that apply:

- **Safeguarding policy (for children and young people and/or vulnerable adults)**
- **Equality and diversity policy (attach with your application)**
- **Financial procedures (conduct)**
- **Disciplinary and grievance policy & procedures**
- **Pay all employed staff the Living Wage or above**

1.7 Separation of Duties

Please confirm by ticking the box that you have separation of financial duties so that one person cannot authorise, make and record payments

- **Yes**

1.8 What are the main aims and activities of your organisation how do they relate to the strategic framework of the Equality and Human Rights Fund?

Women make up 51% of the Scottish population but just over a third of our elected representatives. Even as the new intake of MSPs brings 58 women (45%) to the new Parliament, only 29% of Councillors in Scotland are women. Our democratic representatives must reflect the communities they are elected to represent for the people of Scotland to live free from discrimination. At Elect Her we're working towards a Scotland where 51% of elected representatives in all spheres of Government are women, to nurture inclusive communities where every Scottish citizen can contribute to society, and power is shared more equally. Elect Her works to motivate, support & equip women in all their diversity to stand for elected office in all spheres of Government, providing them with the knowledge, confidence, and skills they need to do it. We demystify the process of standing for elected office and motivate women to create action plans for standing through free workshops and online resources. We nurture networks of women supporting each other in peer support circles, facilitating space for women to share and reflect to prepare themselves for standing for office. We design training programmes to equip women with the tools they need as they prepare to stand. We create protected spaces for under-represented women to come together to acknowledge the additional barriers they face in standing and seek solutions in unity. Mainstreaming Equality and Human Rights are at the core of the Scottish Government's framework and the core of our organisation, our aims, and activities. Our delivery of Scotland's Women Stand (under our former name The Parliament Project) was funded by the Scottish Government in 2019 and is referenced in Annex B of the NACWG 2019 Report and Recommendations, as a non-legislative initiative to increase women's representation. We believe that the investment that the Scottish Government made in that programme of work contributed to the positive steps forward we have recently seen in women's representation in Parliament. We place a strong focus on creating space for women with multiple protected characteristics. We're highly aware that for many women racism, ableism and lack of communications access may be barriers to their leadership potential. Our commitment to intersectionality draws on multiple Scottish

Government strategies and action plans contributing to the National Performance Framework: -Recommendations of NACWG -A Fairer Scotland for Disabled People - Race Equality Framework -BSL National Plan The Scottish Government is committed to a world leading strategy to prevent and eradicate violence against women and girls which is both a cause and an outcome of gender inequality. Outcome 2 sought in the Equally Safe Strategy, also gives frame to the aims of our work in Scotland. We intend to support the Government's ambitions for a society founded in equality, by strategically embedding our work to improve gender balance in democratic spaces over the next three years, in nurturing the next generation of female leaders. Increased participation in Scotland's democracy must be used as a tool in tackling structural inequalities.

1.9 How does your organisation take a human rights based approach to your work? For this question, you may wish to use the 5 PANEL principles in the guidance notes to frame your answer.

Our work takes a human rights-based approach through our vision and implementation of activities. Participation is at the core of what we do as we promote women's rights to participate in decisions that affect their human rights. Access to information about democratic participation available in a form and language that can be understood is sadly lacking, let alone information provided through a gendered lens. Our work seeks to create spaces to present that information to women and engage them in conversations around that. The investment of the EHRF would enable us to curate and create fully accessible resources and share them with a wider community of women across Scotland, giving more women the tools to participate whilst being more informed and empowered. Access to our workshops, events, webinars, trainings and e-learning platform is and always will be free. Finance should never present barriers to participation in our democracy or in our own work. In all events that we organise, we take a best practice approach to providing accessibility budgets ensuring that all the additional needs of participants are met, enabling full participation of ALL women. The underlying values of our organisation are the empowerment of women and ensuring non-discrimination and equality are prioritised in the Local & National Governments of Scotland. When women are represented in Governments and are active in political movements and conversations, policies are designed, and decisions made that benefit all in society, not just women. Through our own work towards that equal representation, whilst creating resources and opportunities for all women, we are prioritising the most marginalised and creating space for those women that face additional barriers. Some of the key issues around accountability and legality and gendered representation are reserved issues and remain the responsibility of Westminster. Section 106 of the Equalities Act which states the Government's responsibility to collate and publish the demographic data of all political candidates was passed in 2011 but has never been enacted. We do not lobby directly but we have strategic partnerships with some of the key organisations who are holding the British Government to account over their inability to enact section 106.

1.10 Governance

How many people are on your Board?

3

Tell us about governance, management and lived experience representation in your

organisation.

Our organisation is currently governed by three trustees who have supported the application for charitable status. Once that status is granted (pending) we will expand the number of trustees to approximately seven (maximum 12 in our constitution). The current trustees have been involved since the inception of the organisation and meet four times per year. Two of the current trustees have experience in standing for elected office and the third has professionally nurtured and supported under-represented political candidates. As we expand our Board of trustees over the coming 18 months, ensuring those governing the organisation continue to represent the community of women we are working with will remain an ongoing priority. The trustees bring a range professions and associated skills; women's leadership, third sector leadership and a Barrister. The trustees oversee the strategic direction of the organisation and approve the annual budget presented by the Director. Quarterly activity and financial reports are created by the Director and shared with all trustees. A longer term impact assessment is in development by the Director, with input and support from the trustees. Our staff members are all politically active and are on their own pathways to standing for elected office, directly living the experience of women in our community and those we are encouraging to join it. As our staff team develops we will take every effort to ensure there is diversity of lived experience in the staff team. There are individuals within our community who provide advice and share experience in an informal way, but that which supports the Director to ensure that their intersectional experience as a woman getting politically active are reflected in how our programmes are developed. We have a team of freelance facilitators, all with lived experience of standing for or actively supporting others in their political campaigns. Our staff, facilitators and trustees represent alignments with all the political parties and none. When holding space for under-represented women, we always ensure that those facilitating that space come from that community.

1.11 Financial Position

What was your financial position at the 31 December 2020 (if the accounts submitted with this application are not made up to 31 December 2020 or a later date) Enter numeric digits only. You do not need to enter a £ symbol or comma.

Fixed assets

0

Current assets

27130

Current liabilities

14612

Other liabilities

0

Net current assets

12518

Net assets

1.12 Please provide details of your financial position, as set out in the guidance notes.

We have had our finances independently examined for the past 3 years. Our annual turnover has been 2018 turnover £36489 2019 turnover £69223 , reserves £26257 2020 £56818, reserves £12518 We have recognised a reserve for grant income received in advance of expenditure in our 2020 accounts which we haven't in previous years which has impacted the net assets of the charity. 2021 guaranteed turnover of £80000 We have spent these three years building the foundations of a strong organisation, and with our charitable registration and relaunch (from Parliament Project to Elect Her) we are preparing for the next stage of organisational growth. We have been developing programming far exceeding the expectations of such a small team, which demonstrates both our capacity and our potential. We are incredibly ambitious and require financial investment in humans to deliver the work. This application represents a growth of 200% which is substantial, but a large majority of this is in staffing - staff that we are in real need of, are ready for and eager to welcome in to our tiny but mighty team. This potential growth in income is offering us the opportunity to have the appropriately sized team delivering our work rather than overstretching the 1.5 members of staff currently in role. The EHRF request will make up 60% of our income over the next full year and would enable us to create a team specifically focused on delivering support to women of Scotland. We have a reserves policy in place which aims to establish 10% annual reserves. At the time of writing our reserve levels are £12518 which would enable us to continue operating for four months without any additional income. We are working towards having six months of operating costs in place. Our income primarily comes from grants-giving bodies and foundations, with a small percentage coming from paid opportunities to deliver training. Developing a long-term fundraising plan with consideration for diversifying income streams is in our strategic plan, due to take place in the last quarter of 2021. We have no loans or debts. We have never had the operating costs of running an office, having operated remotely since the inception of the organisation so are easily able to adjust our operating budget. This fund would enable secure employment contracts for new staff which would allow us to implement a three year strategic plan rather than shorter-term project funding which we are currently receiving.

Page 3

(Page 3 /6)

2.1 Please give us a brief overview of the work you propose to carry out with this funding

We are committed to creating safe space for women to explore their futures as leaders, legislators, and champions of Scotland's political governance. We will nurture an intersectional community of Scottish women preparing to stand for elected office across spheres of Government. We will create strategic pathways of support, demystifying processes and building understanding of roles, responsibilities and of Scotland's democratic architecture. We will support women's progress from interest to commitment and on to action to stand. Progression will be supported by blended learning opportunities, live interactive workshops, self-paced digital

resources, and a community of peers to grow and develop with.

2.2 Location of work you are applying for

Does your proposed work have a national or local remit?

National

Please provide details of where the work will be based and how it has a national reach
Our staff members work remotely and a large majority of the work will be conducted online. Both staff and participants could be based anywhere in the country. We are connected with all local authority areas in promoting these opportunities to women in every community and ensure our work is truly accessible to women interested in it, wherever they are in Scotland. As with Scotland's Women Stand 2019, if we host live events in mainland Scotland, we will ensure there are satellite events in highland and island and remote areas so as not to create additional barriers to participation.

2.3 Please detail the activity you will deliver with funding from the Equality and Human Rights Fund

Scotland's Women Stand: Supporting the Women of Scotland into Leadership & Politics will work towards supporting women standing for elected office in the local council elections of 2022; creating a pipeline of talent preparing for community leadership, 2023 General Election, 2026 Holyrood elections and beyond. 5 key activities are designed to create conditions where women are informed, supported and equipped to stand for elected office, encouraging others to follow suit. This programme of work will utilise the networks and experiences of all Equal Representation Coalition organisations in the recruitment of women and development of programme content. The 2019 Scotland's Women Stand event saw the most diverse group of women ever gather in Parliament. Two years on we see the most diverse group of women taking their seats to govern Scotland. We'll continue to scale up progress. Scotland's Women Stand is about normalising women's leadership in public life. 1 MOTIVATE HER to step into public life. Recruiting women from across Scotland to learn about Scottish democracy and explore their political future is key to growing the pipeline of women stepping forward as leaders. A revitalised communications work programme and strategic communications campaign will ensure connection with women across Scotland. Working with COSLA to promote diversification of local councils, we'll utilise their network of members to promote and share the opportunities that Scotland Women's Stand will provide. Recruitment will be prioritised in year one, but an ongoing activity through the life of the project and beyond. Scottish Parliament is committed to an ongoing partnership to support women to explore their role in democracy. We'll develop the next iteration of Scotland's Women Stand live event at Parliament in year 2, including rural and island satellites through which we will bring together diverse women at all stages of their leadership journey from across Scotland. As we did in 2019, focusing on access and facilitating the participation of under-represented groups of women will be a priority in the design and production of the event. 2 INFORM HER with political literacy resources about Scottish democracy and women's place in it. Our ambition is for women across Scotland to develop understanding of how democracy works for them, connecting their motivations as change-makers with knowledge on how to use the power of elected office to make that change. For many groups of under-represented

women, lack of political literacy is a barrier to participation. We will, with permission, host existing relevant political literacy materials and close the gaps where needed in our online learning platform. All resources will be informed by Inclusion Scotland and some will be designed specifically for under-represented groups of women. Resource development will be focused in years one and three. 3 SUPPORT HER to gather the knowledge she needs to step forward for election. We'll curate a programme of 12 workshops per year for women to provide them with more information and motivational support to inform their journey, exploring how to get started, different roles and how to stand. Women will create an action plan underpinning their next steps into leadership and politics. Some workshops will be specifically for disabled women or women of colour, creating new opportunities for women with protected characteristics to talk with others about their leadership potential. We'll host and record webinars featuring the voices of women in Scotland with political experience. 4 EQUIP HER with the tools, networks and knowledge to stand for election. Academic research and anecdotal evidence inform us that women require networks of support to maintain their political journeys once motivated to start. Our Peer Support Circles facilitate the sharing of experiences and championing each other. We'll run inclusive cohorts twice a year, within which we create protected space for women with intersecting identities. We've tested a network for disabled women in which we explored the conditions needed to motivate more disabled women into political activism and candidacy. We'll expand this work. We've tested and will expand our e-learning programme, creating a suite of blended learning opportunities for women at every stage of their journey. We'll create resources specifically around confidence in the online space and other topics linked to issues women feel intimidated by. 5 LEARN FROM HER Evaluating this work and its impact is vital. We've developed measurement frameworks to measure intermediate and longer-term outcomes and will utilise skilled qualitative researchers to evidence the difference made over the past three years of our work and across the next three years of this project. This will be ongoing investment throughout the life of the project.

2.4 How do you know this work is needed?.

Women's equal participation and leadership in political and public life are essential to achieving the Sustainable Development Goals by 2030. As the 2011 UN General Assembly resolution on women's political participation notes, "Women in every part of the world continue to be largely marginalized from the political sphere, often as a result of discriminatory laws, practices, attitudes and gender stereotypes, low levels of education, lack of access to health care and the disproportionate effect of poverty on women." The newly elected Scottish Parliament has seen 78 men and 51 women elected as MSPs. The most diverse Parliament yet, but still not representative of Scotland's population. The candidates standing for those 129 seats were only 30% women, demonstrating that men are still overwhelmingly stepping forward for leadership positions compared with women. There has never been a trans woman elected to Parliament, nor a Black woman, and only one wheelchair user in 20 years of devolution. From the Improvement Service's 2017 - 2022 Scotland Councillor's report; "The average councillor who responded is a married white male, aged 50-59, who is a well-educated homeowner coming from a managerial or professional occupational background." Of the 1227 local councillors in Scotland, just 356 (29%) are women and of those, just 3 are women of colour. 20% has a disability which is inline with the population, but the intersection of gender and disability is not represented in the data, so we make the assumption that disabled women are under-represented in local Government too. We need an additional 257 women to be elected

in local elections is 2022 to reach gender parity in local Government, an unlikely increase of 172%. This is the current knowledge that there is in relation to women's equal access to political power in Scotland, which tells us that this work is needed. However, one clear aim of our project is to put in to practice a methodology to enable us to capture more robust impact data. This evaluation framework should capture women's leadership in whatever leadership space that they feel comfortable in - whether that is political, civil society or local communities. Over the past 4 years we've been talking with women across Scotland, following the journeys of those that have and partnering with organisations working in this space to listen, learn and further develop opportunities for support. In 2020 we led a participatory strategic planning process, inviting women from our community who are exploring their journeys to elected office to contribute ideas and experiences to our long-term plans. Our strategy was based on these conversations, and the support women identified they needed at each step of their journey. We've been in strategic conversations with women of colour in local Government and are seeding our work to support more women of colour into Scottish politics, testing our ideas now. With EHRF investment we will be well positioned to develop a wider package of support based on our learning outcomes for all women in Scotland and particularly those from under-represented communities.

2.5 What impact has COVID-19 had on the needs of the people and communities you work with and how has that informed proposed activity?

Women have been disproportionately negatively impacted by the pandemic in many ways, and we have found that this has led to renewed interest in the democratic process and who is making decisions on their behalf. The positive impact that the pandemic has had is that in taking work online, a much larger network of women have been able to join the conversations and workshops that we have hosted over the past eighteen months. 1202 women joined our online workshops in 2020 versus the 336 in person the previous year. The pandemic has normalised online participation and the increased ability for women from the highlands, islands and across the country to access our work. This in turn has enabled us to expand the package of online support for women wherever they are in the country and develop this wider digital strategy. 2 of the new cohort of MSPs were directly supported through our organisation's online training and leadership development over the past year, opportunities we wouldn't have been able to provide without online participation. We trialled hybrid participation at Scotland's Women Stand 2019, with a live event and digital participation from highland and island areas. We hope to host large scale in person events in the future continuing to develop that hybrid model. Our smaller workshops will remain online and will not return to in-person training for the foreseeable future.

2.6 Contribution to Equality and Human Rights Fund objectives

Which Equality and Human Rights fund outputs will your proposed activities deliver? Select all that apply

- Civil society develops and delivers work that that is grounded in the progression, protection and realisation of human rights**
- Civil society delivers support to address the needs of people facing structural inequality and develops and delivers work to increase participation and empowerment**

- **Civil society partners contribute to delivery of commitments within relevant Scottish Government equality and human right strategies and action plans**
- **Civil society provides data, learning and insight into the experience of people to support analysis and challenge on equality and human rights issues, across a wide range of policy areas**

2.7 Contribution to Equality and Human Rights Outcomes

Which of the Scottish Government outcomes for Equality & Human Rights will your funded work contribute to? (check boxes below)

1. People have greater awareness and understanding of their human rights, and how to access them

Edit this text

Edit this text

- 3. People with protected characteristics have increased participation in public life

Outcome 3: How will your funded work contribute to this outcome?

Edit
this
text

Our work, and that which we hope to have funded by the EHRF, is committed to exactly this: ensuring that women in all their beautiful diversity, have increased participation in public life. Whether it is learning about their rights in democratic participation or receiving support in developing confidence to stand for selection and election, our work will contribute to this outcome. We aim to see an increase in the number of women learning about democracy, joining political campaigns and putting themselves forward for leadership roles.

Edit this text

- 5. The Scottish Government has better access to data and depth of information about the experiences of people with protected characteristics

Outcome 5: How will your funded work contribute to this outcome?

The qualitative data captured through the evaluation framework will capture in depth information about the experience of women from all backgrounds including those with intersecting identities.

Edit this text

Edit this text

- 7. The experience of people with protected characteristics is increasingly used to inform the policy and practice of public bodies

Outcome 7: How will your funded work contribute to this outcome?

Our inclusive practice will inform learning more widely and the experience of women captured through this project can be used to inform the policy and practice of public bodies.

Edit this text

2.8 Describe the people and communities who will benefit from the work you plan to do and how you will engage with them.

We will work with any woman in Scotland that is interested in joining us: there is no limit to the number of women that we can welcome to our community, facilitate conversations with and provide training to, so we are wanting to be ambitious in inviting as many women as we can to join our conversations, workshops and trainings and access our resources and tools. We are creating space for women with different lived experiences and are already nurturing a network of organisations working with women of colour across Scotland and aim to utilise that network to support us in recruiting under-represented women to join the conversation. Without the staff in place to prioritise this we are not yet able to grow this work to the degree that we know is possible. We have a strong relationship with Inclusion Scotland and are developing strategies with them to invite disabled women in Scotland to explore their political futures. We have also allocated budget in the grant bid for a communications campaign with a range of messaging targeting different groups of women across the country to invite them to access these free personal development opportunities. We will develop messaging for carers, young women, professional women and key workers. We believe that a communications campaign, some PR opportunities, and a range of strong partnerships across the third sector, private sector and education institutions will enable us to engage with women across Scotland and galvanise them to join us.

2.9 Is your proposed activity specifically focussed on supporting people with protected characteristics?

Select all that apply:

- Sex
- Gender reassignment
- Disability
- Race

2.10 Will your funded work ensure access for, or specifically address needs of, people who hold more than one protected characteristic or have other barriers to equality? If so, how?

We are deeply committed to intersectionality and already have work taking place that ensures women with more than one protected characteristic have space and conversations designed for them. Within this proposed fully inclusive programme of work we aim to have resources, workshops and circles for women for whom racism is an additional barrier to entering politics. We anticipate developing streams of conversations with different ethnic minority communities, with full acknowledgement that women for whom racism is a barrier, are not one homogenous group. We are currently testing content specifically for disabled women, currently listening to their needs to establish exactly how we can best support those diverse women on their pathway into public life and collaborating with Inclusion Scotland in a strategy to do so. Again, developing different resources and peer support spaces for women with different needs and lived experiences within that. But without the investment from EHRF there are limits to our capacity in this area. At this point we don't intend to create separate space for young or older women, but that may well change through

the life of the project. We are aware that our messaging and methods of recruitment will need to differ for those different groups too and are incorporating that into our communications campaign plans.

2.11. Please give an estimate of the number of people and organisations you will work with over

People	Organisations
3000	25

2.12 How will you monitor and evaluate the ongoing impact of your work?

It is vital that we track the impact and outcomes of women's participation in respect to the aim of Scotland's Women Stand and in respect to the aims of the EHRF's framework. We will invest time at the commencement of this project to collaborate with an evaluation consultant to design a full monitoring and evaluation methodology to capture the impact of Scotland Women's Stand. We anticipate that this will be a variety of methods including surveys, self evaluations, capturing demographic data and longer qualitative interviews at regular points throughout the project. We will monitor the demographics of our participants, the regularity of their participation in our programmes and develop self-assessment surveys at the start and end of each activity alongside the deeper qualitative research. We will track and monitor the leadership progress of individuals over this sustained period of time to have some very solid data points on impact. We have requested budget in each of the three years to ensure this happens and is prioritised each year. We anticipate that the data gathered from this programme will be shared with Scottish Government and other public bodies and used where relevant to inform future priorities for the Government in its commitment to building a society founded on fairness, dignity, equality, human rights and respect. The Director will oversee the evaluation consultant who will design the methodology and the Programme Coordinator will ensure the data capture is designed in to communications and resource and workshop design.

2.13. How do you plan to sustain your impact when this funding ends?

We have recently applied for registration as a charity in Scotland in demonstration of our commitment to this work in Scotland in the long term. Building on the foundations of our work over the past four years, three years of funding will enable us to embed our work fully in Scotland. Once this project ends a suite of digital, accessible resources will be in place for women to access beyond the life of the project. Annually updating these resources beyond the life of this funding grant will require less resources than creating them from scratch so we anticipate being able to continue to ensure they are maintained and up to date. We anticipate that through this time we will continue to develop partnerships and secure strategic funding opportunities to ensure this work is financially sustainable over the long-term. We are a learning organisation and are continuously reflecting on how to adjust our delivery in response to the needs of the women we meet. We anticipate making small annual changes to how we deliver this programme of work based on the feedback from women accessing our community and resources. Flexibility to fit in with women's lives is one of the key values of our organisation and that will be reflected in the evolution of this project.

Page 4 (Page 4 /6)

Please provide details below of the roles of the staff who will support delivery.

(to add more staff members, click on 'Add another job title')

Job Title

Director

Key Duties

The Director will take responsibility for the strategic oversight of the project; partnerships, budget and staff management. The Director has spent the past 3 years developing the strategy for this work based on feedback and testing of programme content. To date she's completed a lot of the coordination work herself.

Please provide details below of the roles of the staff who will support delivery.

(to add more staff members, click on 'Add another job title')

Job Title

Programme Coordinator

Key Duties

The Programme Coordinator will focus on the logistical coordination of all programme activity and be the primary contact for women in our community accessing support and information. This person will be a creative thinker with professional experience of administrating programmes to support women and their personal development.

Please provide details below of the roles of the staff who will support delivery.

(to add more staff members, click on 'Add another job title')

Job Title

Communications Coordinator

Key Duties

The Communications Coordinator will implement the communications plan for the whole project with a focus on the outreach and recruitment of women to the programme. This person will have experience of coordinating external facing communciations including social media, community emails and developing PR opportunities.

Please provide details below of the roles of the staff who will support delivery.

(to add more staff members, click on 'Add another job title')

Job Title

freelance Events Coordinator

Key Duties

A freelance Events Coordinator will be recruited in year 2 to focus on the delivery of the Scotland's Women Stand live event. This person will have accessible event management experience and will coordinate logistics for the live event in partnership with the rest of the team.

Please provide details below of the roles of the staff who will support delivery.

(to add more staff members, click on 'Add another job title')

Job Title

Freelancers

Key Duties

We also anticipate using freelance support for specific areas of work as appropriate. The costs for these individuals are reflected in each of the Other Programme and Deliver Costs lines on the BUDGET FORM and detailed in q 4.2

3.2 Please describe your training, accreditation and supervision arrangements for all staff and volunteers.

The Director currently takes responsibility for the management of all staff. We have annual and quarterly work plans in place and weekly / fortnightly staff supervision meetings. We do not have a structured training programme in place, but take advantage of all opportunities that arise for professional development, which has seen all current team members access professional development opportunities in line with their stated professional development ambitions. We have Fair Work embedded culturally into our organisation which has seen our staff, volunteers and freelancers thrive. This fund would provide us with the financial security to provide employment contracts to two new employees, and training plans would be incorporated in to their workplans once they pass probation.

3.3 Fair Working Practices

The Scottish Government has set out its aspiration to create lasting economic success by building on sustainable growth that also achieves fairness, equality, opportunity and innovation. Examples of this approach are set out in the Scottish Business Pledge and in the procurement guidance on fair work practices. You might also wish to visit the Fair Work Framework website The Scottish Government is keen to promote fair working practices and would encourage funded organisations to have in place policies, practices and procedures which are consistent with promoting fair working practices, including payment of the Living Wage. Please select from the list below all the practices that are in place or which apply to your organisation. Successful applicants will be expected to provide a copy of the policies that evidence the Fair Working Practices they have identified.

- **A fair and equal pay policy including, for example, ensuring no gender discrimination or the monitoring of pay ratios within the organisation (for example paying the real Living Wage)**
- **Investment in skills and training**
- **Stability of employment and hours of work, and avoiding exploitative employment practices including, for example, no inappropriate use of zero-hours contracts (eg using zero hours contracts when people are working regular hours; exclusive contracts that stop flexible workers working for other people)**

- Support progressive workforce engagement, for example, Trade Union or employee association recognition

Page 5 (Page 5 /6)

4.1 How much funding do you require each year?

4.1a Total cost of proposed work (if part funded from other streams) (Enter numeric digits only)

Year 1 - Total cost of proposed work	Year 2 - Total cost of proposed work	Year 3 - Total cost of proposed work	Total cost of proposed work
115543	140879	113466	369888

4.1b Request from EHR fund. (Enter numeric digits only. You do not need to enter a £ symbol)

Year 1 (October 2021 - September 2022)	Year 2 (October 2022 - September 2023)	Year 3 (October 2023 - September 2024)	Total funding request
115543	140879	113466	369888

4.1c Additional Funding Required(A-B) Enter numeric digits only. You do not need to enter a £

Year 1 - Additional Funding Required	Year 2 - Additional Funding Required	Year 3 - Additional Funding Required	Total Additional Funding Required
0	0	0	0

4.2 Please give details of how you arrived at the figures given in the Equality and Human Rights Fund Budget Form

Key programme delivery costs included in the budget over £3000 Communications campaign: Hiring an external communications agency to develop an impactful creative campaign concept with digital and video assets. Figures based on estimations regarding the scale of the project, with follow up budgets for year 2 around the Parliament event and year 3 for final messaging of lessons learnt. Scotland's Women Stand @ Parliament Event: Figures based on the expenses for full inclusive event for 500 women in 2019. Political Literacy resources: Freelance trainer to design e-learning resources in collaboration with the team. Creation of video assets created by external digital media company. Figures based on budgets shared by partners who have completed similar work. Webinar series: 4 webinars costed at £800 each in years 1 and 3. External video company to provide technical support, editing & graphics. Programme of workshops: 12 workshops per year costing approximately £800 each including online hosting platform, facilitators fees & freelance BSL interpreters and live captions Peer Support Circles: 2 rounds (8 sessions each) of circles per year, costing £2000 per round in facilitators fees. Qualitative programme evaluation: Costed at £300 per day, for 25 days in year 1 and 3, 10 days in year 2 BSL resources: Based on estimates from Deaf Action, creating a short BSL video will cost £400. We are anticipating 10 short videos to be created each year of the project within the political literacy resources and communicating and promoting opportunities and activities within the project.

4.3 If this work is part funded from other funding streams please detail below how the additional funding required will be sourced. Please tell us:

Name of Fund Funder

Amount Received in Total (numeric digits only) SG Department (if applicable)

Contact name at SG (if applicable)

Total funding received

0

4.4 If the total amount secured is less than the total additional funding required please tell us how you intend to develop funding or income from other sources during the period for this activity.

If we are unsuccessful in this funding bid we will redesign the programme of work and seek project based funding for each component part as we have done to date. We believe passionately that the full strategy of work should be implemented as one strategic project, hence this application. This work wont happen on this scale without the investment of the Scottish Government which is why we are so keen to become partners and contribute towards the Government's Equality and Human Rights commitments

Page 6 (Page 6 /6)

Use this section to upload the relevant attachments and documents we require.

Proposal Budget

EHR-Fund-Application-Budget-form-ElectHer.xlsx

Memorandum and Articles or Constitution

Elect Her constitution with SIG FINAL Dec20.pdf

Most recent accounts

31 12 2020End of year accountsSIGNED.xlsx

Equality & Diversity policy

Elect Her Equal Opportunity Policy.pdf

Declaration

Section-5-Declaration_-single-application.pdf

File List (Protected)

EHR-Fund-Application-Budget-form-ElectHer.xlsx (81Kb.):

<https://app.formassembly.com/uploads/get/6fc325d54ab837d39ea91ff89279d8ab-EHR-Fund-Application-Budget-form-ElectHer.xlsx>

Elect Her constitution with SIG FINAL Dec20.pdf (252Kb.):

<https://app.formassembly.com/uploads/get/5c16313d2eeef9b1e009422cf02ef83a-ElectHerconstitutionwithSIGFINALDec20.pdf>

31 12 2020End of year accountsSIGNED.xlsx (84Kb.):

<https://app.formassembly.com/uploads/get/0d8938c4364ec21cf3a26f2e71dada1a-31122020EndofyearaccountsSIGNED.xlsx>

Elect Her Equal Opportunity Policy.pdf (117Kb.):

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Section-5-Declaration_-single-application.pdf (183Kb.):

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