Name of Organisation: Stonewall Scotland
Form Completed By:
Position in Organisation:Campaigns, Policy and Research Manager
Email Address: [REDACTED]
Telephone: [REDACTED]

FINANCE FORM 2014-2015

Proposed Project Budget 2014-15	Total Grant Award 2014-15	Claimed Quarter 1 April 1 - June 30 2014	Claimed Quarter 2 July 1 - September 30	Claimed Quarter 3 October 1 - December 31	Claimed Quarter 4 January 1 - March 31 2015	Total claimed to date
INCOME						
Grant Award from Scottish Government 2014-15						
Total Income	100000	25000	25000	25000	25000	100000
EXPENDITURE						
Staff Costs (including management)	Total Project Predicted cost April 1 2014 -March 31 2015	Actual Expenditure April-June 2014	Actual Expenditure July - September 2014	Actual Expenditure October-December 2014	Predicted Expenditure January 1 - March 31 2015	Actual Expenditure April 2014-March 2015
Campaigns, Policy and Research Manager (35 hours)	28000	7686	7686	7686	7686	
Programmes Officer (35 hours)	22000	8174	5819	5979	5979	
Staff welfare						
Staff Pension Contributions	10000	936	795	890	750	
Total Staff Costs	60000	16796	14300	14555	14415	60066
Additional Staff Costs						
Additional Staff Costs (project work)	6400	0			6853	
Recruitment Costs	400	0				
Employee Expenses (Travel, Subsistence)	9000	75	4500	539	2672	
Staff Training Costs	1600	260			2177	
Total Other Staff Costs	17400	335	4500	539	11702	
Total all Staff Costs	77400	17130	18800	15095	26117	77142
Contribution to Overheads						
Rent, heat, rates						
meeting rooms						
Total Contribution to Overheads	0	0	0	0	0	0
Other Programme and Delivery Costs						
e g Stationery	570					
e g. Internet Services / Website	1500				2000	
e g Printing / Design/ Publicity	11850		1907	474	11469	
e g Sundries			78			
e g telephone						
e g.Transcription/ Photography for Role Models Guide					1485	
e g Non-staff travel and subsistance				395		
e g. Professional fees						
e g Volunteer Expenses		74			122	
e g postage	2000		186		252	
Research costs		299		148		
Catering and Venue Hire	6680			224	3744	
Total Other Programme and Delivery Costs	22600	373	2171	1241	19072	22857
Total Expenditure	100000	17503	20972	16336	45189	100000
Difference (Income minus Expenditure)	0	7497	4028	8664	-20189	0
	0					

ADDITIONAL COMMENTARY

	Reason for over/under spend	Reason for over/under spend Overspend on Programmes Officer salary as work covered by Programmes Manager whilst Officer post was recruited. Underspend overall for quarter due to project planning process - larger expenses budgeted for Q2/3/4	Reason for over/under spend Underspend overall for quarter due to project planning process - larger expenses budgeted for Q3/Q4	Reason for over/under spend Underspend due to invoices not yet received, and predicted higher expenditure in Q4 for higher print and design costs, distribution and catering costs and web costs	Reason for over/under spend planned expenditure due to costs/ invoicing falling towards the end of project	Reason for over/under spend

PROPOSED EXPENDITURE	*March 2015-2016*
Staff Costs	
Campaigns, Policy and Research Manager	£28,000
NI / Pension Contribution (if relevant)	£5,600
Programmes Officer	£22,000
NI / Pension Contribution	£4,400
Recruitment Costs	£400
Training Costs	£1,600
Expenses	£9,000
Total staff costs	*£71,000*
Other project costs	
Catering and venue hire for 2 exclusive public sector Role Models and Allies Programmes	£2000
Catering and venue hire for up to additional 10 participants at open Role Model and Allies programmes	£500
Delegate pack costs for Role Models and Allies programmes	£500
Administrative costs including pre-programme logistics, communication and project briefings, and post programme evaluation and communication	£1000
Additional staff resource for programme delivery for 2 public sector role model and allies programmes, including programme planning, pre programme briefing, one day programme delivery and debrief	£4000
Additional staff resource for programme delivery for an additional 10 participants at open Role Model and Allies programmes, including programme planning, pre programme briefing, one day programme delivery and debrief	£1000
Catering, 2 night's accommodation and venue hire for 1 place at Stonewall's leadership programme	£680
Administrative costs including pre-programme logistics, communication and project briefings, and post programme evaluation and communication for 1 place at Stonewall's Two Day Leadership Programme	£70

Additional staff resource (including senior programme leader, facilitators and event staff) for 1 place at Stonewall's Two Day Leadership Programme, including programme planning, pre programme briefing, two day programme delivery and debrief	£400
Catering and venue hire for half day reunion event	£1,000
Photography, design and print of resources including Scottish Role Models Guide	£6,000
Design and Print of Hate Crime Consultation Report	£500
Design and Print of Health and Social Care Consultation Report	£500
Design and Print of Further and Higher Education Consultation Report	£500
Distribution of resources	£2,000
33 per cent contribution to cost of Stonewall Scotland Workplace Equality Index report, highlighting best practice from the Scottish Public Sector	£500
Print, design and production costs for Rainbow Laces resources for Colleges and University sport	£3850
Event costs for FE & HE focus groups	£500
Event costs for health and hate crime roundtables	£2,000
Maintenance and updates for online learning resource	£1,500
Total other project costs	*£29,000*
Totals	**£100,000**

EQUALITY UNIT FUNDING 2015 TO 2016
Progress Report
March 2015 – October 2015

Please complete: The Progress Report and email **ONE** electronic copy of this form to: [REDACTED]

Section A: Project Information	
Organisation Name	Stonewall Scotland
Project Title	
Name of Main Contact Person	[REDACTED]
Reporting Period	March 2015 – October 2015
Total Grant Received to Date	£50,000
Project Website/hyperlinks for additional information on your project	www.stonewallscotland.org.uk/ www.lgbtgoodpractice.org.uk

Section B: DECLARATION
I/we confirm that I/we are duly authorised to send this report this declaration on behalf of the organisation named. I/we certify that the information given in this Report is correct and accurate, and adopted or approved by the organisation/partnership for which I/we lead.   **Signatory – Main Contact**   I understand that you may contact me to clarify any details in this Progress Report, including providing any supplementary information as may be deemed necessary. I confirm that I am authorised by the organisation/partnership for this purpose.   Name and position of main contact person (print or type): [REDACTED]   On behalf of (if applicable) (print or type): [REDACTED]

Section C: Project Outcomes (*copy and paste your agreed Outcomes from your work plan)*

Please use this section to record your agreed outcomes and let us know of any significant developments using the following traffic light system in the Outcomes Status column:

G = Green (green is to indicate you are content with the current status and on track)
A = Amber (Amber should be used to flag any potential delays in achieving agreed outcomes e.g. delay in recruitment to funded posts))
R = Red (Red should be used if you anticipate or have encountered any significant difficulties that may cause failure).

If recording an Amber or Red please give a brief description, using the Additional Information Column, of issue and any action or remedy you intend to implement.

Agreed Project Outcomes *(as set out in agreed work plan)*	Outcome status **G = Green** *(on track)* **A = Amber** *(progressing)* **R = Red** *(significant difficulty or delays)*	Additional Information
Through this project we will increase the number of visible LGBT Role Models and Allies in Scotland's Public Services and support them to be active in promoting positive change in their workplaces and communities.	G	Stonewall Scotland's LGBT Role Models and Allies programmes are scheduled to take place on 9-10 December, in the COSLA conference centre in Edinburgh. We so far have bookings from 18 individuals across the public and third sector, and anticipate a further 12 to book over the coming weeks. A reunion event for LGBT Role Models and Allies is due to take place in March. Interviews for Stonewall Scotland's Role Models Guide are now under way, with individuals from across public, third and the private sector sharing their experience of being LGBT in modern Scotland. Interviews will be complete by the end of December, with the publication due to be launched early in 2016.

Through this project Criminal Justice Agencies in Scotland will be better equipped to tackle LGBT hate crime in local communities and LGBT people will have increased confidence to report incidents when they occur.	G	We currently work with Police Scotland, COPFS, Scottish Prison Service and the Court and Tribunal Service through our Diversity Champions programme, allowing us to provide tailored support and guidance on workplace inclusion and inclusive service delivery. All of these CJAs participated in our annual Workplace Equality Index which will allow us to benchmark their policies and support structures in place to support LGBT staff and their wider communities. Marking of these submissions is currently underway, and detailed benchmarking meetings will take place in early 2016. We also sit on the Court Service Equality Advisory Group, to provide input into the organisation's strategic priorities in improving services for LGBT people. We held Hate Crime Roundtables in Inverness, Aberdeen and Glasgow, meeting with a total of 61 attendees representing local service providers, community members and the third sector. Feedback from these roundtables highlighted the value of a solutions based approach, and has informed our upcoming Workplace Conference breakout session on providing inclusive services. A report outlining key recommendations from these roundtables is due to be published in December. Stonewall Scotland's Campaigns, Policy and Research Manager facilitated a workshop at Police Scotland's Annual Police Plan Consultation Event, highlighting the barriers faced by LGBT people in

		reporting hate crime and accessing police services. The discussions facilitated in this workshop will directly feed into the upcoming Police Plan.

Hate Crime Awareness Resources have been distributed to all Police Offices across Scotland, to the Scottish Prison Service, COPFS and Local Authorities on request. We have also provided graphics to Neighbourhood Watch to raise awareness of hate crime reporting through their networks.

During Hate Crime Awareness Week we ran a live twitter chat on Hate Crime to provide an opportunity for community members to ask questions about safety, reporting and how to raise awareness locally.

Police Scotland, Scottish Prison Service, COPFS and the Court Service have given public support to our NoBystanders campaign, and have sent targeted communications to staff to raise awareness of the importance of challenging discrimination, and the mechanisms in place to report any incidences they witness. Police Scotland now include the campaign within the induction for new recruits, and the Chief Constable emailed all staff about why the campaign is important to the organisation. |
| **Health and social care staff are better equipped to support LGBT service users.** | G | Golden Jubilee Foundation, NHS NSS and the Scottish Children's Reporter Administration participated in our annual Workplace Equality Index which will allow us to benchmark their policies and support structures in place to support |

| | | LGBT staff and their wider communities. Marking of these submissions is currently underway, and detailed benchmarking meetings will take place in early 2016. We have also worked closely with NHS Education for Scotland to develop and new eLearning module on LGBT equality in the NHS, which has been piloted and is due to go live imminently.

Following the publication of our *Unhealthy Attitudes* report, our Director Colin Macfarlane has written to all NHS Chief Executives in Scotland to request a meeting to discuss the report and next steps. We have arranged a meeting with NHS Highlands and are currently liaising with NHS Borders and NHS Ayrshire and Arran to arrange meetings. We are awaiting responses from other boards.

Following the publication of the report, we also held Healthcare Roundtables in Inverness, Aberdeen and Glasgow, meeting with a total of 56 attendees representing local service providers, community members and the third sector. Feedback from these roundtables highlighted the value of a solutions based approach, and has informed our upcoming Workplace Conference breakout session on providing inclusive services. A report outlining key recommendations from these roundtables is due to be published in December.

Following the response to the health roundtable we are holding a breakout session on delivering inclusive services at our annual Workplace Conference, with 25 attendees booked so far. |
|---|---|---|

Improve our understanding of the needs of LGBT people in post 16 education and training.	G	We have so far held a focus group with further and higher education staff and LGBT college students on their experience of LGBT inclusion in post 16 education and training. We have also conducted an interview with a member of college staff who has expertise in this issue, and are planning a further roundtable with LGBT students. This fieldwork has been supplemented by desktop research into existing studies on LGBT inclusion in further and higher education. This will be concluded by Christmas with a report and recommendations for further areas of investigation due to be published in early 2016.

Section D: Additional comments e.g. any additional information such as unintended outcomes

Scottish Government Equality Policy

2015-16 Funding Application Form

Funding Application Form

This form should only be used by Intermediary bodies and Strategic Interventions applying for funding in 2015-16.

Applications for the Violence Against Women and Girls Fund, Children's Services Fund and Rape Crisis Specific Fund can be found on the Voluntary Action Fund's website: http://www.voluntaryactionfund.org.uk/funding-and-support/violence-against-women/. Applications for the Equality Fund can be accessed here: http://www.voluntaryactionfund.org.uk/funding-and-support/equality-fund/.

All sections of the form must be completed. **Incomplete applications will not be considered.**

Completed Intermediary body and Strategic Intervention forms should be sent electronically to [REDACTED] **All other applications should be returned to VAF.**

Completed applications should be received by the Scottish Government by the date stated on the letter issued to your organisation. **Late applications will not be considered.**

Please ensure you enclose **all relevant documents** requested.

Please make sure that your application has been **signed**.

Please indicate which fund you are applying to (please tick one box below):

| x | Intermediary body |

| | Strategic Intervention |

| | Violence Against Women and Girls Strategic Intervention |

Please indicate which area of equality policy your application is most relevant to (please tick the box that is most applicable):

	Age			Race
	Disability			Refugee integration
	Gender			Religion/belief
x	LGBTI			VAWG

Section A: CONTACT INFORMATION

Organisation Name

Stonewall Scotland

Name of main contact person

[REDACTED]

Position in organisation

Policy Manager

Address of organisation, including postcode

Mansfield Traquair Centre, 15 Mansfield Place, Edinburgh, EH3 6BB

Telephone

[REDACTED]

Mobile number of main contact

Contact email address

[REDACTED]

Is your organisation a registered charity?

[x] yes   [ ] no

If yes, what is the charity number?

SC039681

What is the status of your organisation if it is not a charity?

Section B: ABOUT YOUR PROJECT

Name of Project

Facilitating better LGBT inclusion in public life

Project summary (in 2 sentences)

This project aims to empower service providers and LGBT people in Scotland's communities to work together to increase LGBT participation in public life, improve awareness of LGBT issues amongst public service providers, and challenge discrimination. We will target three key areas of concern identified in our research: access to health and social care services, reporting hate crime, and post 16 education and training.

How many staff and volunteers will work on this project and what experience will they bring?

Title of post	Hours/FT/PT/VOL	Experience
Policy Manager	FT	[REDACTED], leading Stonewall Scotland's public services, leadership and research outputs across a range of areas including health, housing, local government, sport and crime. [REDACTED] works with stakeholders at all levels to achieve change including reducing homophopbia/ biphobia and transphobia in key areas of public life, securing commitments to improve the health of LGBT people from NHS Scotland, and improving LGBT people's experience of criminal justice in Scotland.
Policy Officer	FT	[REDACTED] is an experienced policy officer, and worked on major research including *Your Services Your Say: LGBT people's experiences and expectations of public services in Scotland.* [REDACTED] works with key public bodies on meeting the demands of the PSED and delivering better services for LGBT people in Scotland. She is experienced in delivering Stonewall Scotland's Leadership programmes.

Section C: PROJECT OUTCOMES

OUTCOMES AND ACTIVITIES

It is vital that we understand the need you want to address; clear evidence of the need and demand for the service you are proposing; how your proposed project will address that need; how you intend to measure change; and to what extent you have involved project beneficiaries in designing your project. For example *"The project we are proposing will increase employment opportunities for individuals from [XXXX group] as a result of engaging with employers to addressing existing structural and societal barriers."*

Outcomes

We are particularly keen to see the **difference** or **change** you are aiming to make with an investment of funding – this is the proposed **outcome**(s) of the funding you are requesting. Please remember, an outcome is the '*why*' you do something - not '*what*' you do.   We would therefore expect you to use words such as *reduce, increase, decrease, improve,* etc when developing your outcomes.

Like many other funders, the Scottish Government needs to know how their funding will result in tangible benefits to those the project was set up to support. An example of an outcome for the project summary above is *"By the end of the funding period,*

individuals from [XXXX group] will be better able to access employment opportunities as a result of employers fully understanding the work of this project and so levels of unemployment are reduced."

Proposed Activities

Although we do not need to see detailed activity plans, in this section you should outline the activities you will undertake to achieve your outcomes. Please note, you will need to identify a number of activities (three-four) per outcome. Your activities are the things you do to help you with your outcomes.

Outcome 1: Through this project we will increase the number of visible LGBT Role Models and Allies in Scotland's Public Services and support them to be active in promoting positive change in their workplaces and communities	
Proposed Activities for 2015-16	**Timescales**
Stonewall Scotland's one day LGBT Role Models programme, for lesbian, gay, bisexual and trans staff at all levels in an organisation, is designed to increase the visibility and diversity of LGBT role models in public life. The programme helps delegates to think about what it means to be yourself in the workplace and how you can be a more effective role model and advocate for positive change. We will initially provide 30 places for LGBT staff working for a Scottish public service provider, including public and third sector organisations. We will recruit delegates from across Scotland and from a diversity of public service providers. Through this activity we aim to empower and increase the visibility of LGBT role models in Scotland's public services.	April 2015 - January 2016
Allies are individuals who do not identify as LGBT and who are motivated by a belief that lesbian, gay, bisexual, and trans people should experience full equality in the workplace. Our one day programme, for allies at all levels in an organisation, is designed to increase the visibility of allies in public life and to better enable them to support LGBT people. The programme helps individuals to think about what it means to be themselves in the workplace and how they can be a more effective and inclusive role model and LGBT ally. We will provide an initial 20 places for LGBT allies working for a Scottish public service provider on Stonewall Scotland's Allies programmes. Through the activity we aim to support workplace cultures across Scotland's public sector which proactively include and support LGBT staff and service users.	April 2015 - January 2016
Public Sector Role Models and Allies Reunion: this one day event will bring together the 30 Role Models and 20 Allies to reflect on their achievements to date, critically reflect on what could have been done differently, and build a partnership approach to LGBT inclusion across Scotland's public services.	February 2016

Based on existing Stonewall Role Model publications, we will produce a Scottish Role Models Guide that will highlight the diversity of the LGBT community across Scotland. This guide will feature the stories of LGBT people across Scotland, the challenges they have overcome, and what LGBT equality means to them at a personal level. The guide will be distributed to all Role Models and Allies programme delegates, public service equality leads, community groups, and promoted via social media channels including Twitter, Facebook and Stonewall Scotland's eBulletin. The guide will be used as preparation for delegates attending the LGBT Role Models and Allies programmes in the future.	January 2016
We will promote public appointments throughout our network of supporters and stakeholders, our Role Models programmes, Leadership alumni, and social media channels.	April 2015 – March 2015

What methods/tools will you use to measure and evaluate the outcome?

Evaluation will use the following metrics:

➢ We will evaluate the impact of the Role Models and Allies programmes by asking delegates to complete a personal impact assessment before and immediately after the programmes. We will ask them to evaluate their understanding of what it means to be an LGBT role model or ally, their confidence to address LGBT issues at work, and their confidence to influence positive change in the workplace. From previous programmes, we know that more than 90 per cent of attendees agree or strongly agree that they better understand what it means to be a role model or ally as a result of the programme.

➢ At the end of the funding period we will evaluate the longer-term impact of the Role Model and Allies programmes on delegates as they return to their workplaces. We will ask delegates to complete an end of project evaluation as part of the Reunion event, which will inform a report to highlight good practice examples and general trends from participants' experiences. We will aim to show that participants better understand the relevance of LGBT role models and allies in their organisation, and have improved confidence to discuss LGBT equality in the workplace.

➢ We will evaluate the impact of the LGBT Role Models Guide through analysis of online downloads, social media views, hyperlink "click-throughs", and the response across social-media channels, including comments on Twitter and Facebook, "likes" and retweets. We will additionally include an evaluation of the guide in future feedback forms for the Role Models and Allies programmes.

➢ We will use individual feedback from supporters and stakeholders to evaluate the success of promoting public appointments, and use this feedback to inform future targeted interventions in this area.

Outcome 2: Through this project Criminal Justice Agencies in Scotland will be better equipped to tackle LGBT hate crime in local communities and LGBT people will have increased confidence to report incidents when they occur	
Proposed Activities for 2015-16	**Timescales**
Stonewall Scotland's research revealed that one in six lesbian, gay and bisexual people in Scotland have been the victim of a homophobic hate crime or incident in the last three years. We will build on our strong existing relationships with major Criminal Justice Agencies (CJAs) and provide dedicated information, strategic advice, guidance and resources to Police Scotland and other CJAs and work with them to develop a set of actions to improve LGBT hate crime reporting.	April 2015 – April 2016
Stonewall Scotland's *Your Services Your Say* report highlighted regional disparities in LGBT people's confidence to report LGBT hate crime to Police Scotland, with 45 per cent of LGBT people in the Highlands and Islands saying they would not feel confident to do so. Roundtables held in 2014 with public sector partners in Inverness, Aberdeen, Edinburgh and Glasgow additionally highlighted the need for further cooperation between local partners to maximise routes to reporting hate crimes. We will therefore host regional roundtable discussions with representatives from 50 relevant service providers and community organisations in 2015, including criminal justice, health, housing and local authorities, to develop specific action plans that services can deliver on to improve hate crime reporting and confidence in the criminal justice system.	June 2015 – October 2015
All major Criminal Justice Agencies in Scotland are now members of our Diversity Champions programme, which puts Stonewall Scotland in a unique position to provide in depth support to build inclusive workplaces across the sector and challenge homophobic, biphobic and transphobic behaviour from police and criminal justice staff. We will support CJAs, including Police Scotland, to enter Stonewall's Workplace Equality Index 2016. This tool will benchmark the policies and support structures in place to better support LGBT staff and therefore wider community members. This guidance will provide a pathway to continuous improvement in LGBT workplace and community equality.	June 2015 – March 2016
We will use our pioneering No Bystanders campaign (www.nobystanders.org.uk) to increase awareness among LGBT people to encourage reporting. The campaign video, seen by over 200,000 people across the world, encourages the public to stand up for fairness and kindness. Police Scotland has pledged support for this campaign, and we will develop the No Bystanders campaign further and produce a suite of online and offline resources targeted at LGBT people to increase awareness of cross-strand hate crime, with a focus on LGBT related incidents. This will include information on LGBT people's right to report, information on the law and encourage people not to be bystanders to prejudice.	April 2015 – March 2016

What methods/tools will you use to measure and evaluate the outcome?

Evaluation will use the following metrics:
- ➢ To evaluate the impact of the criminal justice roundtables participants will be asked to complete an individual assessment of key themes and issues which will impact their organisation, and key actions to take forward. At the end of the funding period we will follow this up with an assessment of progress to date, and identify next steps.

- ➢ We will evaluate the number and impact of majors CJAs who publically support the No Bystanders campaign, using indicators including senior buy-in, communication strategies and the number of police and criminal justice staff who sign the No Bystanders pledge in Scotland.

- ➢ We will evaluate the effectiveness of support offered to CJAs to participate in the Workplace Equality Index in 2016 through evaluating the number which participate compared to previous years. We expect to see a year on year increase in Workplace Equality Index scores for all those CJAs who submit to the index.

- ➢ We will use the results from the Workplace Equality Index staff survey to benchmark the criminal justice sector as an inclusive environment for LGBT staff, and to identify key recommendations to improve LGBT people's experience of the sector over the following twelve months.

Outcome 3: Health and social care staff are better equipped to support LGBT service users	
Proposed Activities for 2015-16	**Timescales**
Stonewall Scotland's research into LGBT people's experiences and expectations of accessing public services in Scotland (*Your Services Your Say* 2014) highlighted some real concerns about coming out to health and social care staff. In 2015 we will publish additional research into health and social care staff attitudes towards LGBT people. Using the findings of these key reports, we will host roundtable discussions with representatives from 50 relevant service providers and community groups. These roundtables will inform an action plan designed to reduce discrimination and improve the quality of care provided to LGBT patients.	June 2015 - October 2015
Support NHS boards in Scotland to use Stonewall's No Bystanders campaign to empower staff and to increase their confidence to challenge bullying and discriminatory behaviour, including providing resources and information on effectively using the campaign.	April 2015 – March

Stonewall Scotland's online learning resource (available at www.lgbtgoodpractice.org.uk) is currently being embedded in NHS LearnPro systems, working in collaboration with NHS NES, NHS Ayrshire and Arran, and NHS Forth Valley. We will support this to be rolled out across all NHS boards and provide resources and additional information to NHS staff who have carried out this training. When this process is completed, this resource will be available to all NHS and social care staff in Scotland via LearnPro.	April 2015 – March 2016
We will identify and support 15 public service providers, including NHS boards, criminal justice agencies and local authorities to enter Stonewall's Workplace Equality Index 2016 as a tool to benchmark the policies and support structures in place to improve their workplace and services for LGBT people.	June 2015 – September 2016

What methods/tools will you use to measure and evaluate the outcome?

Evaluation will use the following metrics:

➢ To evaluate the impact of the health and social care roundtables participants will be asked to complete an individual assessment of key themes and issues which will impact their organisation, and key actions to take forward. At the end of the funding period we will follow this up with an assessment of progress to date, and identify next steps.

➢ We will evaluate the number and impact of health and social care providers who publically support the No Bystanders campaign, using indicators including senior buy-in, communication strategies and the number of health and social care staff who sign the No Bystanders pledge in Scotland.

➢ We will evaluate the effectiveness of support offered to health and social care providers to participate in the Workplace Equality Index in 2016 through monitoring the number which participate compared to previous years. We expect to see a year on year increase in Workplace Equality Index scores for all those health and social care providers who submit to the index.

➢ We will use the results from the Workplace Equality Index staff survey to benchmark the health and social care sector as an inclusive environment for LGBT staff, and to identify key recommendations to improve LGBT people's experience of the sector over the following twelve months.

➢ We will analyse data from NHS NES and LearnPro on staff completing the online learning resource, and use this to develop further recommendations for the sector to improve LGBT equality training across NHS Scotland

Outcome 4: Improve our understanding of the needs of LGBT people in post 16 education and training	
Proposed Activities for 2015-16	**Timescales**
Your Services Your Say identified key concerns in LGBT people's confidence to access post 16 education and training. Almost one in four LGBT people believe they would face discrimination from other students at college or university, and barriers were identified to key subject areas and modern apprenticeships including construction and engineering and sport. Following this initial research, we will work with colleges and modern apprenticeship providers to better understand the barriers faced by LGBT young people entering the workforce.	April 2015 – December 2015
Your Services Your Say also suggests significant gender differences in terms of LGBT people's perceptions of different career paths. Lesbian and bisexual women were significantly more likely to expect to face discrimination in hair and beauty than gay and bisexual men. On the other hand, gay and bisexual men were much more likely to expect to face discrimination in construction and engineering than lesbian and bisexual women. To better understand the causes of these discrepancies we will undertake focus groups to consider the experiences of LGBT people in targeted sectors of Scotland's workforces. We will then be in a better position to work with key agencies including Skills Development Scotland to reduce these inequalities.	September 2015 – November 2015
The focus groups and consultation with colleges and modern apprenticeship providers will inform a report which will make recommendations on key actions education providers can take to increase equality of opportunity, better engage and support LGBT people in the sector. The report will additionally identify focussed areas for further research into LGBT people's pathways to work.	November 2015 – December 2015
Deliver a half day training course for LGBT Role Models alumni and support them to visit schools and colleges to increase the visibility of LGBT people in different career paths. Our *Your Services Your Say* research identified key subject areas and career paths which are viewed by LGBT people as particularly challenging environments. This programme aims to reduce these stereotypes and empower young people to feel confident to follow their chosen career path.	July 2015 – September 2015
What methods/tools will you use to measure and evaluate the outcome?	

Evaluation will use the following metrics:

➢ We will produce an initial analysis of the barriers faced by LGBT young people entering the workforce, based on our consultations with colleges, modern apprenticeship providers and young people. This analysis will allow us to frame the scope of future more in-depth research on this topic.

➢ We will identify partner agencies and stakeholders, and will consult with them on the recommendations identified for further research, including considering funding and capacity issues.

➢ We will carry out an evaluation of Role Model alumni who participate in the school and college training programme, before and immediately after the event. As a consequence of the training the participants will have increased confidence to deliver talks to young people about their experiences of being LGBT in the workplace. This feedback will then inform our continued support of those Role Models who work with schools and colleges.

➢ Feedback from schools, colleges and young people who have worked with Stonewall Role Models will inform work to increase the sustainability of this programme, and new channels wider work to increase the visibility of positive LGBT role models in our communities.

Section D: FUNDING SUPPORT

Amount of funding requested	£102,180

Future sustainability of the project

How will you fund this work should Scottish Government funding end? Please include information on confirmed funding, proposed funding applications, partnerships/collaborative working, mainstreaming or closure of project.

The project has two main focusses: to empower LGBT people to play a more active role in public life, and to empower public services to better support LGBT service users. The project focusses on targeted interventions with key organisations, engaging LGBT people in these workplaces as well as ensuring wider organisational buy-in. Without this funding we would be required to charge for these services at the values detailed in the cost breakdown. Engaging public services in this work would therefore depend on budget priorities rather than organisational need.

Feedback from the existing Role Model programme alumni who are from a public sector organisation say that budgeting priorities are a major barrier to participation despite the organisational need. By training individuals within our public sector and communities on the role they can play to promote change, we build capacity within our communities to take this work forward without relying on external agencies to lead change.

The roundtable discussions which will form the backbone to our interventions on health and social care and hate crime, will be focussed on supporting organisations to develop tangible actions that they can take to progress these key issues, including identifying the resources and support they will need to take these activities forward. Whilst continued funding would allow us to further support organisations to develop these actions post April 2016, the programme is designed to ensure sustainability.

Other relevant activity

Please state any other activity relevant to your application, for example, application for European funding, partnership working with other equality organisations, etc.

Stonewall Scotland has a strong track record of working in partnership with public, private and third sector organisations to build capacity in LGBT equality issues. We will continue to develop strong relationships with equalities organisations across all protected characteristics, and in particular work with the Scottish Transgender Alliance on key projects including developing sector-wide understanding of intersex equality issues.

Ensuring a partnership approach with third sector service providers is fundamental to the delivery of this project, in particular we will seek to include third sector service providers within the funded Role Model and Ally places.

Further detail about Stonewall Scotland's funding streams is available in the attached

documents.

Social Capital

We are interested in the social capital of this work, i.e. if and how the project contributes to building connections and links between individuals and communities. In the box below, projects should outline the social capital of their work, and how this is relevant to achieving the project's outcomes and impact. Relevant activity could include:
1) the bonds and social networks between similar groups/beneficiaries;
2) the bridges the project makes between the different groups; or
3) the influence of the project, for instance, because of links between the project and decision-takers or institutions.

Increasing partnership working between LGBT people, their employers and community is central to this work programme. Across the four outcomes we use two main tools to empower LGBT people to better engage with their communities, and be active change agents.

The Role Models and Allies programme are developed on the belief that those best placed to change hearts and minds are the people within those communities who understand the nuances of regional and local cultural influences. The programmes ask participants to consider their role in relation to a wider organisational context and develop clear personal actions on how to be a better advocate for LGBT equality within their organisation or community. The Role Model guide will additionally highlight the diversity within Scotland's LGBT community, and explore some of the challenges faced by LGBT people with additional protected characteristics.

The No Bystanders campaign similarly puts the onus on individuals to lead change in our communities. The campaign emphasises that we can all be victims of abusive language or behaviour, but we can all also be guilty of allowing it to go unchallenged. It encourages people to be active citizens in our communities, and put LGBT based abuse within the context of other forms of discrimination and builds a cross strand approach to tackling bullying and harassment in our schools, communities and workplaces.

In delivering this project we will seek to build on existing relationships with partner organisations across Scotland's third sector to develop approaches that recognise and support the diversity of the LGBT community.

Checklist

Please ensure that you have included the following:

Please tick

| x | A copy of your Memorandum and Articles/Constitution, signed and dated |

| x | Your most recent audited accounts, or independently verified statement of income and expenditure. |

x	Your most recent annual report
	A copy of your equality policy
x	A copy of your certificate of charitable status from the Inland Revenue (if applicable)
x	The project budget (in a separate spreadsheet)

Section E: **DECLARATION**

I apply on behalf of the organisation named above for a grant as proposed in this application in respect of expenditure to be incurred over the proposed funding period on the activities described above.

Signatory one (this must be the main contact named in the first part of the application)

I understand that you may contact me during assessment and I confirm that I am authorised by the organisation for this purpose and that you may rely on any further information supplied to you by me.

Name	Position
[REDACTED]	Policy Manager
Signature	Date
[REDACTED]	19 December 2014

Signatory two (this should be the chair, chief executive or person of similar authority in your organisation)

I confirm that this application and the proposed project within it have been authorised by the management committee or other governing body.

Name	Position
[REDACTED]	Director

Address including postcode

Mansfield Traquair Centre, 15 Mansfield Place, Edinburgh, EH3 6BB

Phone number (or textphone)	[REDACTED]
Mobile number	[REDACTED]
Email	[REDACTED]
Signature	Date
[REDACTED]	19 December 2014

GRANT CONDITIONS

Full details of the conditions that will apply will be included in the grant offer letter should your application be successful. Conditions include the following:

- We will ask you to return grant not used for the approved purpose, or not used within the financial year.
- We pay grant only on what you actually spend. We will ask you to return any overpayment.
- The grant is not to be used for party political advocacy or activity.

FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

In accordance with the Freedom of Information (Scotland) Act 2002 that came into force on 1 January 2005, the Scottish Government may be required to make any application for grant available for public scrutiny. In submitting a grant application, please let us know if there are any elements of it which would prejudice substantially your commercial or other interests if they were made public. Please note there may nevertheless be a public interest in publishing the material submitted.

FEEDBACK

We aim to improve our procedures continuously. If you have any comments on this form or on our process generally, please let us know.

EQUALITY UNIT FUNDING 2015 TO 2016
Progress Report
October 2015 – June 2016

Please complete: The Progress Report and email **ONE** electronic copy of this form to: [REDACTED]	

Section A: Project Information	
Organisation Name	Stonewall Scotland
Project Title	
Name of Main Contact Person	[REDACTED]
Reporting Period	October 2015 – June 2016
Total Grant Received to Date	£125,000
Project Website/hyperlinks for additional information on your project	www.stonewallscotland.org.uk/ www.lgbtgoodpractice.org.uk

Section B: DECLARATION
I/we confirm that I/we are duly authorised to send this report this declaration on behalf of the organisation named. I/we certify that the information given in this Report is correct and accurate, and adopted or approved by the organisation/partnership for which I/we lead.

Signatory – Main Contact
I understand that you may contact me to clarify any details in this Progress Report, including providing any supplementary information as may be deemed necessary. I confirm that I am authorised by the organisation/partnership for this purpose.

Name and position of main contact person (print or type): [REDACTED]
On behalf of (if applicable) (print or type): [REDACTED]

Agreed Project Outcomes *(as set out in agreed work plan)*	Outcome status **G = Green** *(on track)* **A = Amber** *(progressing)* **R = Red** *(significant difficulty or delays)*	Additional Information
Through this project we will increase the number of visible LGBT Role Models and Allies in Scotland's Public Services and support them to be active in promoting positive change in their workplaces and communities.	G	Stonewall Scotland's LGBT Role Models and Allies programmes took place on 9-10 December, in the COSLA conference centre in Edinburgh. We had 19 Role Models and 20 Allies take part in these programmes, from a wide cross-sector of organisations. Feedback from delegates was incredibly positive, with 100% of LGBT Role Model attendees stating that they had developed their understanding of what it means for them to be a Role Model in their workplace and community and 95% clearly identifying ways they could do this. Likewise, 94% of Allies stated that they had developed their understanding of what it meant for them to be an Ally in their workplace and community and 89% had clearly identified ways they could do this after the programme. A reunion event for LGBT Role Models and Allies took place on 17 March 2016. The half day

programme was a great success, with 100% of attendees saying that they felt more confident about being a Role Model or Ally in their community and workplace and that they had identified achievable ways to do this.

The Scottish Role Models guide featured profiles of fourteen LGBT people from diverse backgrounds across Scotland, including LGBT people of faith, BAME LGBT people, and disabled LGBT people. It was launched at a networking event on 12 May, with over 60 attendees and a focus on creating inclusive education environments. The event included a presentation by teachers from Vale of Leven Academy about the work they are doing to inspire LGBT inclusion in their school. The launch of the guide had a reach of almost 19,000 twitter impressions. We have distributed over 250 copies of the guide to colleges, schools, universities and workplaces across Scotland in addition to over 200 copies downloaded from the website. The response to the guide has been incredibly positive with people using the resource as a tool to share stories about their own role models and individuals who have championed equality in their area.

Feedback has included:

I have been lucky enough to meet & talk to Scott. Wonderful role model. So much love & respect for him. #LGBTRoleModels

I want to mention lesbian line switchboard Glasgow. Those brave women changed my life for the better!

Through this project Criminal Justice Agencies in Scotland will be better equipped to tackle LGBT hate crime in local communities and LGBT people will have increased confidence to report incidents when they occur.	G	We worked closely with Police Scotland, the Crown Office and Procurator Fiscal Service, Scottish Prison Service and the Court and Tribunal Service through our Diversity Champions programme, allowing us to provide tailored support and guidance on workplace inclusion and inclusive service delivery. All of these CJAs participated in our annual Workplace Equality Index which allowed us to benchmark their policies and support structures in place to support LGBT staff and their wider communities. COPFS and Police Scotland both featured in Stonewall's Top 100 LGBT friendly employers list, with Scottish Prison Service also winning a Special Recognition Award for their policy on supporting trans prisoners. We also sit on the Court Service Equality Advisory Group, and Police Scotland's LGBT Advisory Group to provide input into the organisation's strategic priorities in improving services for LGBT people. We held Hate Crime Roundtables in Inverness, Aberdeen and Glasgow, meeting with a total of 61 attendees representing local service providers, community members and the third sector to discuss collaborative approaches to tackling hate crime, barriers to progress, and experiences of best practice. Feedback from these roundtables highlighted the value of a solutions based approach. A report outlining key recommendations from these roundtables was published in early 2016.

<table>
<tr>
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<td>The roundtables also informed the development of a workshop on empowering front-line staff to deliver inclusive services, delivered as part of Stonewall Scotland's annual Workplace Conference in November 2015. The workshop was rated "excellent" or "good" by 100 per cent of attendees.

Hate Crime Awareness Resources have been distributed to all Police Offices across Scotland, to the Scottish Prison Service, COPFS and Local Authorities on request. We have also provided graphics to Neighbourhood Watch to raise awareness of hate crime reporting through their networks.

Police Scotland, Scottish Prison Service, COPFS and the Court Service have given public support to our NoBystanders campaign, which is designed to empower individuals to stand up against discriminatory language and behaviour. These CJAs sent targeted communications to staff to raise awareness of the importance of challenging discrimination, and the mechanisms in place to report any incidences they witness. Police Scotland now include the campaign within the induction for new recruits, and the former Chief Constable, Sir Stephen House, emailed all staff about why the campaign is important to the organisation.</td>
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<tr>
<td>Health and social care staff are better equipped to support LGBT service users.</td>
<td>G</td>
<td>Golden Jubilee Foundation, NHS National Services Scotland and the Scottish Children's Reporter Administration participated in our annual Workplace Equality Index which will allow us to</td>
</tr>
</table>

benchmark their policies and support structures in place to support LGBT staff and their wider communities. Golden Jubilee Foundation this year ranked as the top performing health board in the Stonewall Index, and have been using this achievement to share best practice across NHS Scotland.

The #NoBystanders campaign has been utilised by NHS NSS, NHS Ayrshire and Arran, Golden Jubilee Foundation and NHS Forth Valley, as well as seeing support from Paul Gray, who highlighted the importance of the campaign in tackling homophobia, biphobia and transphobia at the 2016 NHS Conference.

We have also worked closely with NHS Education for Scotland to develop and new eLearning module on LGBT equality in the NHS.

Following the publication of our *Unhealthy Attitudes* report, our Director Colin Macfarlane wrote to all NHS Chief Executives in Scotland to request a meeting to discuss the report and next steps. In addition to meeting with Chief Executives from individual boards, we met with Paul Gray to discuss the implications of the report and develop a sustainable strategy for improving LGBT inclusion within the NHS.

Following the publication of the report, we also held Healthcare Roundtables in Inverness, Aberdeen and Glasgow, meeting with a total of 56 attendees representing local service providers, community members and the third sector.

			Feedback from these roundtables highlighted three key themes: the need to improve national and local data on LGBT people's experiences of services, the challenges posed by a "mainstreaming" approach to LGBT equality, and the need to improve not just the experience of services, but also the confidence to access those services. A [report outlining key recommendations from these roundtables](#) was published in early 2016.
Improve our understanding of the needs of LGBT people in post 16 education and training.	G		We held focus groups and interviews with 20 LGBT students and staff in further and higher education institutions across Scotland. These interviews informed the development of an initial report on the key barriers to LGBT inclusion in post 16 education and training, and a set of recommendations for future research and service improvements. The report was sent to further and higher education institutions, and has led to West Lothian College, Napier and Dundee University beginning a relationship with Stonewall Scotland through the Diversity Champions programme, in addition to existing relationships with colleges and universities in Scotland. We are continuing to reach out to institutions to follow up on the report findings and are developing a working group for the higher education sector in Scotland to progress the recommendations of the report. In addition to these Role Models and Allies programme, we also delivered two School Role Model programmes, where attendees to our LGBT Role Models programmes are given support to

		help them go into schools and colleges to deliver talks to young, secondary-age students about their story as an LGBT person. Due to the nature of the programme, attendance is strictly limited to 5-8 per session. Session One was delivered on 13 March 2016, Session Two was delivered on 17 March 2016 and both of these were held at the COSLA conference centre in Edinburgh. Both of these were a great success, with 100% of attendees to both programmes stating on their feedback that they had fully achieved what they hoped to from attending the programme. In partnership with Scottish Student Sport we distributed campaign materials raising awareness of LGBT inclusion and tackle HBT bullying, to all universities as part of the Varsity championships. This was incredibly well received by universities and saw the #RainbowLaces campaign trending on Twitter in Scotland. We are now working with SSS ahead of a second wave of awareness raising in line with the new academic year.

Section D: Additional comments e.g. any additional information such as unintended outcomes

Name of Organisation: Stonewall Scotland
Form Completed By: [REDACTED]
Position in Organisation:Campaigns, Policy and Research Manager
Email Address: [REDACTED]
Telephone: [REDACTED]

FINANCE FORM 2015-2016

Proposed Project Budget 2015-16	Total Grant Award April-June 2016	Actual Expenditure April- June 2016				Total claimed to date
INCOME						
Grant Award from Scottish Government 2014-15						
Total Income	**25,000**	**25,000**				**25,000**
EXPENDITURE						
Staff Costs (including management)	Total Project Predicted cost April 1 2014 -March 31 2015	Actual Expenditure April- June 2016				Actual Expenditure April- June 2016
Campaigns, Policy and Research Manager (35 hours)		7,971				
Programmes Officer (35 hours)		6,420				
Staff welfare						
Staff Pension Contributions		861				
Total Staff Costs	**0**	**15,252**				**15,252**
Additional Staff Costs						
Additional Staff Costs (project work)		9				
Recruitment Costs		0				
Employee Expenses (Travel, Subsistence)		1,435				
Staff Training Costs		319				
Total Other Staff Costs		**1,762**				
Total all Staff Costs	**0**	**17,014**				**17,014**
Contribution to Overheads						
Rent, heat, rates		1,400				
meeting rooms						
Total Contribution to Overheads	**0**	**1,400**				**1,400**
Other Programme and Delivery Costs						
e g Stationery		4				
e g. Internet Services / Website						
e g Printing / Design/ Publicity		1826				
e g Sundries						
e g telephone						
e g.Transcription/ Photography for Role Models Guide						
e g Non-staff travel and subsistance		487				
e g. Professional fees						
e g Volunteer Expenses						
e g postage and couriers		630				
Research costs		299				
Catering and Venue Hire		3340				
Total Other Programme and Delivery Costs	**0**	**6,586**				**6,586**
Total Expenditure	**0**	**25,000**				**25,000**
Difference (Income minus Expenditure)	25,000	0				0
	0					

ADDITIONAL COMMENTARY						
	Reason for over/under spend	Reason for over/under spend				Reason for over/under spend