SHARED CARE SCOTLAND

Short BREAKS fund

Creative Breaks and Better Breaks timeline

	Week 1	Week 4	Week 7	Week 15	Week 23	Week 29	After 6 months	After 12 months
Pre-application	**Applications open**	**Applications close**	**Assessment**	**Moderation**	**Grant Allocation Panel (GAP)**	**Funds released**	**Mid-grant report**	**End-of-grant report**
Organisations consult with unpaid carers and cared-for people on their ideas and needs relating to short breaks.	The fund opens for online applications.	The fund closes for applications. Applications that do not meet the criteria will be unsuccessful at this stage.	Applications are passed to independent assessors who contact applicants for an assessment call.	The Short Breaks Fund team ensure assessments are fairly scored and recommendations are consistent for the Grant Allocation Panel (GAP).	Volunteers experienced in unpaid care, grant-making, and supporting carers make final decisions on applications. Applicants then receive their outcome.	Successful applicants receive the funding following the return of banking paperwork. Projects begin their 12-month funding period. Unsuccessful applicants are offered feedback.	Grant holders return a light-touch report half way through the project period.	Grant holders return an end-of-grant report following completion of the project.