**Peer-to-Peer: Conference and Event Visits**

|  |
| --- |
| **This funding programme is for people living with dementia and unpaid carers of people with dementia living in Scotland.** **You can use this application form to apply for funding to attend conferences and events, either within Scotland or internationally.****You can apply as an individual or a group for grants up to £3,000.****We will close this programme once its funds have been exhausted, or by March 2025.** |

**What is the purpose of this fund?**

The role of our Peer-to-Peer funding programme is to help people living with dementia and unpaid carers of people with dementia to connect with others and share their experiences. One of the ways we do this is by providing funding directly to people with lived experience to attend and participate in a diverse range of events and conferences.

People with lived experience are the experts in what is working and what isn’t for people with dementia and unpaid carers. Taking part in events and conferences can be a great way to make sure that your voice is being heard. These events could be big or small, and could cover a number of different topics depending on your interests. They could involve a variety of communities and organisations, such as professionals in the third sector, artists, policy makers, or international organisations.

You can apply to this funding to attend conferences and events as a guest, a speaker, or any other form of participant.

**Who can apply?**

This opportunity is only available to people with dementia and unpaid carers of people with dementia who live in Scotland.

You are welcome to apply as an individual or as a group, and you can apply to this funding programme more than once. For more details about submitting multiple applications, please get in touch with us to discuss this.

**What costs can I apply for?**

You can apply for costs involved in attending and participating in an event or conference. These costs could include:

* Booking a paid place at an event
* Travel and accommodation
* Food and subsistence during your visit
* Costs to enable a supporter or carer to attend alongside

Some conferences and events may offer bursary places or discounted rates for people with lived experience of dementia. It is worthwhile checking if this option is available to you or members of your group.

**Examples of conferences and events**

Peer-to-Peer grants have funded people living with dementia to go to the Alzheimer Europe Conference in Helsinki and the Alzheimer Disease International Conference in Krakow. These are examples of international conferences, but this fund can be used to attend a wide variety of events that may be local to you. For example, the [Scottish Dementia Arts Festival](https://www.deepnessdementiaarts.co.uk/dementia-arts-festival-edinburgh) in Edinburgh in November 2024.

Willy Gilder, a person living with dementia, attended the ADI Conference and talked to us about his experience and his advice for other people who may like to apply to this fund. You can hear Willy’s experience and advice in the video here.

**How does the application process work?**

To apply for funding, please follow these steps:

1. Fill out the questions starting on page sixof this document to let us know what you would like to attend, why, and how much funding you will need.
2. Email the completed form to us as an email attachment. Our email address is:**DementiaGrants@agescotland.org.uk**

You don’t need to know every detail at this stage, but it is helpful for us to get as much information as you can provide about the event you would like to attend and the anticipated costs.

**Are there different ways of applying?**

We are happy to fill out this application form on your behalf over a phone call or a Zoom video call, depending on what works best for you. Our full contact information with phone numbers and email addresses is on page five of this document, if you would like to arrange this.

We are happy to chat through any questions you may have about this fund before you apply, so please don’t hesitate to get in touch with us.

**When should I apply?**

Please submit the application as far as possible in advance of the event you would like to attend, and no later than **8 weeks** before you require the funding to be paid.

Where there is less than 8 weeks’ notice, please get in touch with us to chat through your application. We will do our best to review your application as quickly as possible, but cannot guarantee that applications received at short notice will be paid in time for your event.

In exceptional circumstances where less than 8 weeks’ notice is given we may be able to reimburse costs after an event, but only where you have agreement from us in advance of attending.

**How will decisions be made?**

Decisions will be made based on whether applications meet the following criteria:

* The application is enabling a person or group of people living with dementia or unpaid carers to attend and/or participate in a conference.
* The application demonstrates how this opportunity will encourage shared learning between people with lived experience and other communities locally, nationally, or internationally.
* The application shows how attending/participating in this conference will highlight the perspectives and voices of people with lived experience of dementia.
* The application shows how you will share the learning from your visit – this could be in many different ways, such as a video, blog, or just giving some feedback to your group.

As this is a limited fund, we will also be considering diversity of applications to ensure this opportunity is available to people with lived experience from different communities across Scotland. While larger groups can submit multiple applications, we may not be able to approve all of them or may only be able to offer part-funding.

**When will I hear if my application has been successful?**

We aim to review applications and let you know the outcome within **6 weeks**. This may be longer if we require more information from you or if we are offering any additional support with your application or other arrangements.

We will contact you by email in the first instance, but please let us know in your application if you would prefer to be contacted by phone call.

**What happens after my application has been successful?**

We will usually pay out your grant in a single payment ahead of your event. We will require you or someone in your group to have a bank account to receive the funds and act as the grantholder.

Practical arrangements for attending and participating in your chosen event, such as booking a place, arranging accommodation, and organising transport, are the responsibility of you as the grantholder. You will also need to organise any insurance that may be needed.

We are happy to discuss requests for additional support on a case-by-case basis, but this will be subject to our capacity. Please get in touch with us to arrange a conversation if you would like to talk through your plans in more detail.

**What happens after the conference or event?**

We are keen to hear about how your visit goes, and to gather any reflections about your experience. This could be in the form of a blog that we share on the Age Scotland website, a short video, or an informal report. All of this learning is extremely valuable in our ongoing work to influence policy and practice across Scotland. We can discuss this with you in more detail after reviewing your application.

**Who can I get in touch with for more information?**



Adam Huntley
Grants and Learning Coordinator dementiagrants@agescotland.org.uk

0131 668 8053

**Application Form**

**Section 1: About you**

Please provide your contact details in the boxes below. If you have a preference for how we get in touch with you, you can note this in the relevant box.

Name of applicant (this can be an individual or a group):

|  |
| --- |
|  |

Address:

|  |
| --- |
|  |

Email address:

|  |
| --- |
|  |

Phone number:

|  |
| --- |
|  |

**If applying as an individual:**

Please note whether you are a person living with dementia or an unpaid carer of someone with dementia:

|  |
| --- |
|  |

**If applying as a group:**

Please provide the name of a main contact at your group:

|  |
| --- |
|  |

Please let us know:

* How many group members are included in this application
* Whether the group members are people living with dementia, unpaid carers, or a mix of both

If there is any other information you feel we should know about your group, please feel free to share this with us here too.

|  |
| --- |
|  |

[Section 2 begins on the next page]

**Section 2: About your event or conference**
Please fill out the questions in the following pages to let us know what you would like to attend, why you would like to go, and how much funding you think you will need.

If you would prefer to talk these questions through before you start the application we can arrange to do this over a Zoom call or over the phone. Please just get in touch with us on the contact details on the previous page.

**Once you have completed this form, please email it as an email attachment to:** **DementiaGrants@agescotland.org.uk**

**Q1:** Please provide details of the event or conference you would like to attend, including what it is, when it is, and where it is.

|  |
| --- |
|  |

**Q2:** Why would you like to attend this event or conference and what do you hope to gain from this experience?

|  |
| --- |
|  |

**Q3:** How would you like to share your reflections on this experience after the event/conference?

|  |
| --- |
|  |

**Q4:** How much money are you applying for? Please include as much detail as possible about the costs that you anticipate.

Please also note if these costs include a supporter attending alongside.

|  |
| --- |
|  |

**Declaration**

**Please note your name and the date in the declaration below.**The information I have provided in this application form is true.

(If applicable) I am authorised to put forward this application on behalf of my group/ organisation, and to sign this declaration.

**Signed:** **Date:**

**Privacy Statement**

Age Scotland is committed to protecting and respecting your privacy. The information you provide on this grant application form will be held securely. For more information about Age Scotland privacy practices please visit our website <https://www.ageuk.org.uk/scotland/help/privacy-policy/> or Tel: 0333 323 2400.

|  |
| --- |
| To submit your completed form, please send it as a file attachment toDementiaGrants@agescotland.org.uk We will be in touch as soon as possible after receiving your application. |