



Frequently Asked Questions (FAQs): LOTI Innovation Fund: New Service Models in Adult Social Care

This document presents the answers to the most frequently asked questions about the LOTI Innovation Fund. It is a live document, regularly updated by the LOTI team until the application deadline of 24 February 2023. For more details about the funding available, including project selection criteria and timelines, please refer to the [LOTI website](#).

About the Application

Question 1

What was the purpose of the Expression of Interest (EOI) stage and were applications formally scored?

Answer:

The applications were not formally scored. Rather, the purpose of the EOI stage was to encourage LOTI boroughs and partner organisations to form outline ideas in advance of submitting their full application. The EOI process enabled LOTI to provide feedback to teams on things they might wish include in their main application, and also helped connect teams with similar ideas, or other organisations who might wish to explore partnering with each other. The full list of project ideas submitted can be found in [this document](#).

Question 2

I did not submit an Expression of Interest Application, can I still apply?

Answer:

No. At this stage we're only inviting applications from those organisations that submitted an EOI. The relevant organisations have been contacted.

Question 3

What are the timelines for applications?

Answer:

The deadline for applications is 5pm on **24 February 2023**. Where needed, some applicants will be invited to clarification interviews on **3 March 2023**. All applicants will be informed of the outcome and the two successful projects will be confirmed by **9 March 2023**.



Question 4

Can we include diagrams within the answers to the application?

Answer: Yes, you can include diagrams in your answers.

Question 5

Is there a weighting to any of the Qs?

Answer: Yes there will be a marking scheme in place.

Question 6

What does this mean: “How does this project fulfil LOTI’s desire to test new service models?”

Answer:

LOTI launched this fund to help LOTI boroughs and their partners test new and innovative ways of working that have the potential to improve adult social care outcomes. This reflects our view that it is not sufficient merely to bolt on new technologies to the same ways of working. More details on what we mean by new service models can be found on the [LOTI website](#).

Question 7

When does LOTI expect successful projects to start?

Answer:

Ideally, successful projects will start within two weeks of relevant project teams being notified, subject to the relevant legal agreement being in place.

Question 8

What are LOTI’s expectations on the overall length of the project?

Answer:

Our expectation is that projects will last up to a maximum of 12 months, with early tangible results being produced within the first 6 months at the latest. We expect the projects to be run in an agile and iterative way, with evidence being produced throughout the course of the project.

Our assumption is that the project length, design and approach to delivery will be determined and informed by the overall outcomes the project seeks to achieve. We’re aware that things like commissioning suppliers or technology may add to project timelines. It’s for this reason that we ask applicants to outline any potential procurement that they plan to undertake as part of the project.

Question 9

Kick off meetings are planned for the 20 March. If successful, can we start before the meeting?

Answer: Yes, it is possible to kick-off projects before the 20 March, subject to legal agreements and project teams being in place.

Question 10

Can you tell us how many projects were invited to the full application stage?

Answer: 19

Question 11

Should we reference Intellectual Property (IP) in the submission if there is something to define?

Answer: Yes, please outline any IP aspects that need to be considered.

Question 12

Will working with more LOTI boroughs be of benefit to an application?

Answer: Our main focus when assessing applications will be on the quality of the project, not the number of boroughs / partners involved. At least two LOTI boroughs must commit to leading and delivering each of the two projects. The expectation is for the lead boroughs to make a judgement call on what additional partners, if any, need to be involved to deliver a successful project. Therefore, applicants will not gain additional points or advantage as a result of more LOTI boroughs being involved.

Question 13

What ongoing involvement will LOTI have in the successful project? What does LOTI want to gain from them and what will LOTI do with the outputs/learning?

Answer: The LOTI team can provide the following as needed during the project::

- project management capacity (please refer to the answer for question 11 for more details on this.)
- information governance and data ethics advice for projects involving the use or sharing of data
- Support to host show and tells, guest blogs etc.



LOTI is funding these pilots to learn about the potential for new service models to benefit adult social care provision. We expect all outputs and project delivery methodology to be documented in a toolkit (or similar) which will then be shared via the LOTI website.

LOTI Funding and Support

Question 14

If we expand the scope / reach of the project proposal to encompass other project partners, including boroughs, will the grant remain capped at £100k per project?

Answer:

Yes. The Innovation Fund will offer up to £100K to each of the two projects it seeks to support, even if more project partners come on board.

Question 15

How will LOTI disperse the funds to the chosen two projects?

Answer:

LOTI will transfer the agreed funds to either one or both lead LOTI boroughs. Those boroughs will then be responsible for dispersing funds to other partners, including any from the third and / or private sectors.

Question 16

As the application will be submitted by one of the local authority partners, are you expecting the funds to be allocated to this council to distribute amongst collaborators?

Answer: Please refer to the answer for Question 15.

Question 17

How long will it take for the funding to come through?

Answer: LOTI will work as fast as possible with its legal team and the successful project teams to put in place a funding agreement. We expect project proposals to outline key delivery milestones, and payments will be made in accordance with those milestones as agreed between LOTI and project teams.

Question 18



What do you envisage as being the contractual arrangement between councils and their respective partners, and how would the dispersal of funds navigate public procurement rules? Do you have examples of how this has worked on previous initiatives?

Answer: We expect the legal agreement to be between LOTI and one or both of the two lead boroughs. Therefore, funds will be transferred to either one or both lead boroughs, who will then be responsible for dispersing them to other project partners. If other partners need to be involved in delivering aspects of the project, we expect these to be identified by the lead boroughs as part of the project design during the application stage. We expect the lead boroughs to undertake their own procurement of additional partners following the relevant public procurement regulations. Yes, we have examples of how this has worked for other projects, which we'll share with the successful project teams.

Question 19

What support is available to groups submitting an application?

Answer:

The LOTI team will host 2 webinars on 1 and 8 February where all applicants will be invited to ask questions about the application process. The LOTI team is also happy to help set up a meeting for individual project teams to discuss their ideas.

Question 20

What project management support will the LOTI team offer?

Answer:

The LOTI team can offer at a minimum:

- The Basecamp platform as a tool for project management. This includes functionality like a message board, instant messaging, file storage and tasks list / Kanban board.
- On average, over the course of the project, up to 1 day per week project management capacity for each project. This could include things like managing the task list, setting up meetings, etc.

Question 21

Are we expected to fund evaluation from the costs?

Answer:

No. LOTI will commission an independent evaluator to advise each of the two successful projects. Our expectation is that you'll be responsible for having the systems in place to capture the required data and commit some time to contribute to the evaluation process by taking part in workshops, 1-1 interviews etc.

Question 22

Since the LOTI offer for the evaluation of the project doesn't include resource to gather data/set up systems etc., would it seem reasonable to allocate some of the budget to do this?

Answer: Yes, the evaluation of the projects will only be possible if we have good quality raw data.

Question 23

Could project-appointed evaluators work with your appointed evaluator?

Answer: LOTI will appoint an independent evaluator to advise both successful projects. Our expectation is that project teams will undertake the required data collection and put in place the required systems and processes to allow them to do so. Where a project evaluator is available, we expect them to work in collaboration with the LOTI appointed evaluator to determine the best evaluation approach for the project.

Scaling

Question 24

Is there any guidance on scaling up / sustainability following the end of the project?

Answer:

The reason we ask about about scaling in the application form is that we want our funding to design and test approaches that could, in principle, be replicated by other London borough councils. This is one major reason why we always insist that a minimum of two boroughs are involved in any LOTI prpject - i.e. so that the solution is designed to work in different organisational contexts. To help scale projects afterwards, we typically ask project teams to



help create a toolkit, to be published on the LOTI website, that captures the approach in full, including information on project phases, deliverables, workshop agendas, team structures, skills needed to deliver the project, partners involved etc.

Question 25

Can the project be scaled up beyond LOTI regions?

Answer: First and foremost, LOTI will be interested in projects' potential to benefit other parts of London. We are, after all, a membership organisation of London local government organisations. However, LOTI is always keen to see work done in London helping to make an impact beyond.