

**Scottish Communities Climate Action Network  
- on behalf of Transition Scotland / Transition Network**

**Request for Proposals: Short Research Task:  
*Development of a National Lottery Community  
Fund Proposal:***

***“Transition regional connecting & peer support”***

The [Transition Network](#) has been successful in attracting a Development Grant of £49,000 from [The National Lottery Community Fund](#) to prepare a full proposal for a major, Great Britain wide, multi-year grant from 2020.

As a constituent part of the [Scottish Communities Climate Action Network](#) (SCCAN), Transition Scotland (TS) seeks proposals from individuals or community groups to help evidence what future Scottish and regional support and peer to peer network services would be most effective in transforming the capacity of TS/SCCAN members to address the Environmental and Climate Emergency?

£7,000 has been allocated to develop the Scottish element of this proposal. Of this we envisage ca. £5,000 being available to fund one or more individual OR community member applicants who can individually or collectively carry out field research with community-led Climate Action groups in Scotland and liaise with Transition Network (TN) to jointly create a first draft of the wider Great Britain bid to The National Lottery Community Fund due early autumn 2019.

**Proposals / Expressions of Interest invited: Please submit by 12noon Tues 28 May 2019 to [Edinburgh@transition.scot](mailto:Edinburgh@transition.scot)**

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**1. *Introduction to SCCAN and Transition Scotland***

Scottish Communities Climate Action Network aims to inspire, promote and support community-led climate action across Scotland. Launched in 2012 SCCAN has a rapidly growing membership -currently around 160 community group members, plus individual and associate members.

In February 2014, SCCAN members came together to synthesise a [vision for a just and equitable low-carbon Scotland](#).

In 2010 an organisation called **Transition Scotland Support** was formed with a grant from Scottish Government's Climate Challenge Fund for staff to help to drive the Transition community forward. This generated a great deal of advice and guidance which is now on this [website](#) along with videos and events.

TSS closed as legal entity in 2013/14 and the remaining funds were used to maintain a web presence for [Transition Scotland](#) (TS), supporting annual gatherings and un-

Request for Proposals: Research Task: “*Transition regional connecting & peer support*” conferences, bursaries and to explore links with Permaculture Scotland, Nourish Scotland, Scottish Communities Alliance and other like minded groups in Scotland. TS is now formally recognised as a Working Group of SCCAN.

TS gained official recognition as a [National Transition Hub](#) in 2017 and members have participated in UK and European networking to share ideas and explore collaboration. This work with the National Lottery Community Fund has emerged through these discussions.

## **2. *Background to the UK Development Grant from TNLCF***

Expected outcomes for UK-wide Development Phase in [Lottery acceptance letter](#) include:

- Consulting with organisations and Transition groups to develop processes and a plan for the project so that the Transition groups involved can engage with and collaborate with the **widest range of the community in actions that benefit the most disadvantaged sectors of society.**
- Carry out network building conversations to assess the needs of the emerging networks and idea of a grass-roots led Transition Hub or Hubs for England and Wales; **this includes identifying learning from Transition Scotland about the sustainability of any potential new Hubs.**
- Scope the need, appetite and feasibility for themed support networks for Transition groups (and similar groups) across the UK.
- **Engage with Transition Scotland to explore what support is needed for Scottish Transition groups, how to increase the capacity of the Transition Scotland Hub and to clarify its relationship to SCCAN**
- **Carry out partnership conversations to identify best practice in peer support, diversity, engaging disadvantaged communities and working with other partners in the communities in which the groups operate**
- Investigate evaluation and research methods.

## **3. *What we hope will result from the project***

We envisage that the research with individuals and groups across Scotland will build strong evidence of the need for better support for Scottish-wide, regional and themed peer-to-peer networking opportunities for community-led climate action, will explore best practice in ensuring a just and equitable transition and will contribute particular learning from Scotland to strengthen the overall (GB-wide) Transition Network funding proposal.

## **4. *Timing of this research***

- Selection of groups / consultants to facilitate planned research – May 2017
- Field work includes workshops or phone interviews or local meetings – June / July
- Circulation of findings of the research / draft Scottish bid – August / September.

## **5. *Target participants***

The initial target group for first scoping discussions will be members of Transition Scotland Hub and the wider membership of SCCAN. We hope there will be a wider engagement

Request for Proposals: Research Task: “*Transition regional connecting & peer support*” with current and past Climate Challenge Fund recipients as well as other community-led organisations tackling the Climate and Environmental Emergency.

## 6. **Project governance**

Our working group includes David Somervell, Transition Edinburgh, Philip Revell, Sustaining Dunbar, Eva Schonveld, Portobello, Mike Thomas, Transition Network and Richard Couldrey, Transition Tooting.

## 7. **Performance and quality requirements**

After a Project Inception meeting with members of the project working group hopefully on Monday 3<sup>rd</sup> June, and a subsequent briefing to the wider target audience outlining proposed approach / actions, the working group will nominate a single point of contact to support the development phase coordinator(s) through short weekly touch-base meetings, to ensure progress is on track and any difficulties are resolved promptly.

Ownership of all research outcomes, including the final report and all data produced as a result of the research, lies with Transition Network. The appointed coordinator(s) should not discuss findings in public before the project working group has cleared any final report.

The Coordinator(s) must consider all equalities issues, including public duties, and ensure that these are all given due consideration at all stages of the research process.

## 8. **Form of Proposal / Expression of Interest**

Individual coordinators and / or community-led groups are invited to submit a maximum two-page Proposal that outlines:

1. your previous experience / your technical capacity for undertaking this task,
2. the approach you plan to take to the project
3. your overall timescale and implementation plan and
4. indicate how you will maintain high standards during the task.

This document will include:

- all your contact details
- an indication if you would be open to collaborating with another researcher / facilitator / group to deliver this task / proposed collaborators
- contact details for two References for whom you have done similar work / who can attest to your suitability in undertaking this work.

You may paste into the same document – after these two pages – a personal or organisational CV no longer than two pages.

**Please send your Proposal – saved with your last / organisation name as title of the file / email subject – to [Edinburgh@transition.scot](mailto:Edinburgh@transition.scot) by 12 noon Tuesday 28 May 2019.**

## 9. **Evaluation criteria**

Evaluation	Description	Weight
<b>Technical experience</b>	Evidence of providing similar services to others and particular skills / experience relevant to the problem Please include your performance on previous projects within the community development field where appropriate	40%

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<b>Methodology / Approach</b>	Details and suitability of suggested approach, interview strategy and information collection method	30%
<b>Implementation Plan</b>	Outline of your implementation plan to meet the timescales with key dates and deliverables	15%
<b>Quality / Risk</b>	Your approach to ensuring a high quality service Plans for dealing with any risks and contingencies	15%

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