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|  | **Roles and Responsibilities** |
| **Single Lead Organisation** | This organisation will   * Put together a portfolio of projects to be delivered, in the main, by delivery organisations although it could also deliver a project itself * Determine its approach to data collection, data management and data quality following discussions with the University of Chester * Determine their approach to evaluation * Plan their approach to the management of their delivery organisations and advisory organisations * Apply for the grant before 31 December 2018 * If awarded a grant, be the sole accountable organisation for the grant and the delivery of the agreed portfolio on time and on budget * Be responsible for providing all data and other information regarding the grant * Be responsible for the successful delivery of all portfolio projects * Work closely at all times with its delivery and advisory organisations, the University of Chester and the Trust   A single lead organisation will   * Be an established organisation (statutory or charitable) with experience in delivering complex projects to people who are very unwell * Have a track record of successfully delivering complex projects * Have a track record in working with research organisations * Have established mechanisms for governance of complex projects supporting vulnerable adults |
| **Organisation within a portfolio** | This organisation can be either a **Delivery organisation** or an **Advisory organisation**; or if appropriate, it can fill both these roles  **A delivery organisation will**   * Be in contact with a potential lead organisation * Assist the lead organisation in the application stage by providing project details * If a grant is awarded to the Lead Organisation, be responsible for the delivery of the funded project * Receive their funding to deliver their part of the portfolio from the Lead Organisation * Provide all data and other information on the project to the Lead Organisation * Deliver standalone work - but it should be clear in the overall portfolio how all of the separate projects being delivered by the portfolio connect into a coherent whole that provides seamless support for beneficiaries   **An advisory organisation (optional) will**   * Provide advice or guidance to the Lead organisation on the governance; the delivery of the portfolio or the needs and perspectives of beneficiaries * May sit within the wider project governance framework * Have credibility and the professional skills to be offering advice within their subject of expertise |
| **Beneficiaries** | Beneficiaries on this programme are   * Veterans who are  1. experiencing a severe level of mental ill health which is not critical enough to require hospitalisation; and 2. Where current NHS provided sources of support are not meeting their needs  * Carers of the veterans described above * Close family members of the veterans described above who do not self-identify as carers but experiencing, or are at risk of negative impacts to their own wellbeing.   Projects must be supporting at least one of the above groups. The needs of families and carers are of particular, but not exclusively, interest to us |

Go on-line at <http://www.covenantfund.org.uk/new-ways-to-tackle-serious-stress-in-veterans-carers-and-families-programme/> on 01 October There will be information about how to apply and further guidance materials available. Applications from Lead Organisations must be received no later than 31 December 2018. The Armed Forces Covenant Fund Trust will make a decisions as to which Lead Organisations will be awarded a portfolio grant in mid- February 2019 and applicants notified shortly thereafter. All offers of a portfolio grant must be accepted by 31 March 2019. The grant will be paid out in agreed instalments based on milestones agreed with the Trust over a period of 2 years from the date of the first instalment.