



2024-25 Birmingham Cultural Humility Framework Pilot Organisation Application Form

Application Deadline: 31/03/2024

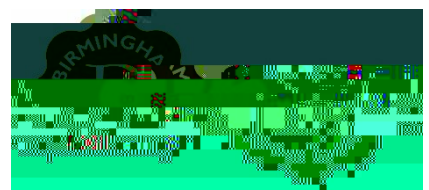
Access Support

We are committed to being accessible. If you experience or anticipate any barriers within the application process or require help to make an application or accessing services and information, please contact us.

Alternative formats of all our documents can be made available on request.

Please complete all the questions in the application form.

If you have any questions, please contact CommunitiesTeam@birmingham.gov.uk



1. Introduction

We invite organisations to partner with Birmingham City Council Public Health in this groundbreaking pilot programme to develop cultural competence of staff, supporting organisations to be inclusive, address racial injustice and promote diversity in their organisation and practices. This document sets out the Birmingham Cultural Humility and Safety Framework and criteria organisations must fulfil to apply to be a part of the pilot programme.

1.1. Background

In 2019 Birmingham and Lewisham Councils started a joint journey with a board of academics and a board of community members to explore the health inequalities affecting African and Caribbean communities and focusing on evidence-

2. Pilot phase

We are looking to commence an evaluated pilot phase working with organisations to roll out the Framework. This pilot will be 12 months over 2024/25 (see figure 2) and in 3-5 organisations based in Birmingham. We welcome a range of organisations including universities, hospital trusts, primary care, BCC departments, voluntary sector organisations, and others.

2.1. Objectives

1. Understand how organisations use the framework and supplementary documents to support in the commissioning and provision of Cultural Humility and Safety training.
2. Evaluate the effectiveness of the BCHSF in supporting organisations and individuals to develop Cultural Humility and Safety
3. To build the evidence of Cultural Humility and Safety training impact on skills, knowledge, and behaviours of staff and organisations.
4. Gather insights from the pilot phase to refine and enhance the BCHSF and supporting resources, ensuring their acceptability, and understanding.
5. Facilitate capacity building within participating organisation to implement the BCHSF effectively, fostering a culture of fairness, inclusion, and respect.
6. Measure the impact of Cultural Humility and Safety training on interactions with clients and/or patients from their perspective.
7. Utilise BCHSF as an opportunity to partner with local organisations and build sustainable relationships.
8. Generate comprehensive documentation and insights to contribute to the growing body of evidence and knowledge on cultural humility and safety, and the impacts on interpersonal interactions.

2.2. Organisational requirements and BCC Support:

By becoming a partnership organisations on the BCHSF pilot, organisations will become pioneers of Cultural Humility and Safety initiatives and gain access to the innovative toolkit. Organisations will play a pivotal role in shaping best practices for cultural competence, diversity, and inclusion in public health and related sectors.

2.3. Support from Birmingham City Council

In joining us for the pilot of Birmingham Cultural Humility and Safety Framework, Birmingham City Council is committing to support you by:

Providing a named liaison officer within BCC to act as a key point of contact for the partner organisations during the pilot year alongside monthly partnership meetings.

Involvement in the Cultural Humility and Safety Steering Group to provide ongoing advice and support for partner organisations. To include BCC public health, evaluation partner, academic partners, and pilot organisations.

Providing access to the Birmingham Cultural Humility and Safety Framework designed to guide the provision and commissioning of CHS training. Including activities to support learning, a repository of evidenced based tools and good practices, a commissioning specification, and an evaluation tool.

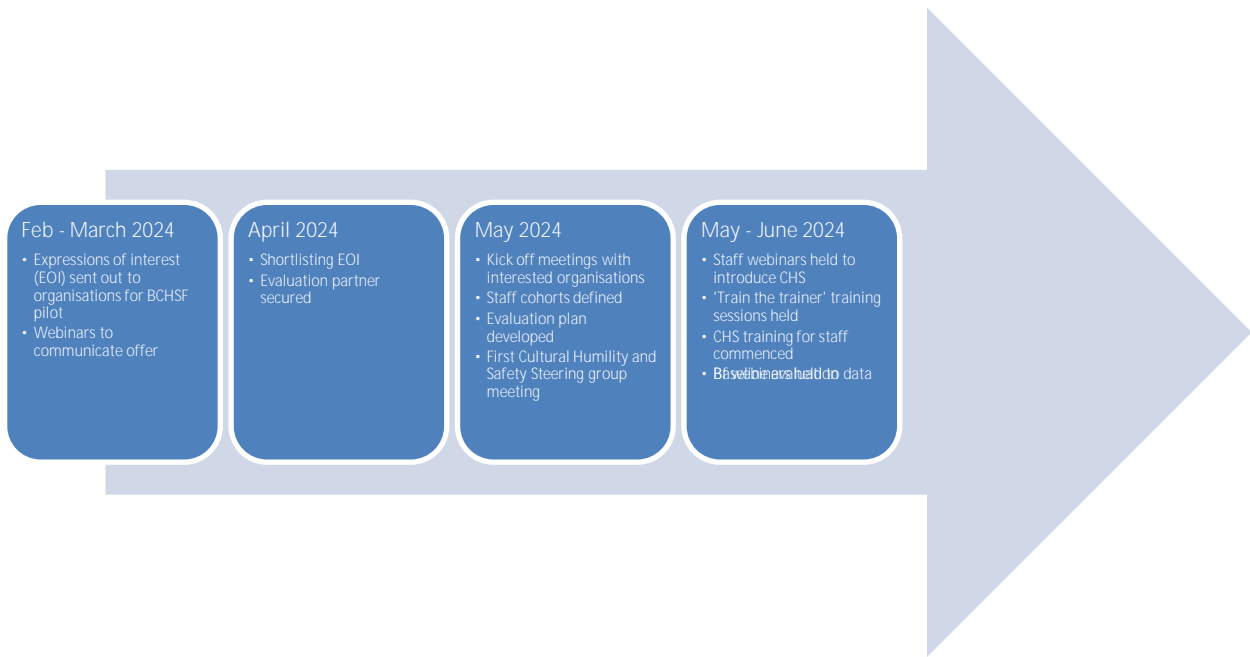
Providing your organisation with access to evidence-based best practice, technical expertise.

Commissioning the academic evaluation of the pilot and providing the opportunity for your organisation to engage in a collaborative research effort and shaping the future of cultural humility and safety practices.

Establish a robust two-way communication channel for partner organisations to provide feedback, ask questions, and share insights.

2.4. Submission process

Please submit your complete proposal in Appendix 1 to the contact details listed below no later than noon on 31/03/24. Any applications past this date will not be considered. Please send the application through to CommunitiesTeam@birmingham.gov.uk.



Appendix 1: Application Form

Your Organisation

Organisation/group name (Applicant)	
Registered/official address, including postcode	
Correspondence address, including postcode (if different to above)	
Organisation telephone number	
Website, blog, or Facebook page etc if you have one	

Unincorporated Association with a constitution, committee, bank account and regular meetings	
Not-for-profit Limited company	
Registered Charity	
Community interest company (CIC)	
Charitable Incorporated Organisation (CIO)	
Other – please state:	

Main contact for this application

Name	
Position in organisation	
Phone number	
Email address	

Additional contact for the application

Name	
Position in organisation	
Phone number	
Email address	

References

Please give details of two people who can comment on the track record of your organisation in managing or delivering similar types of activities to the ones detailed in this application.

Full Name	
Organisation	
Job title	

Question 2:

- a) What are the proposed metrics of success for your organisation? For example

Question 3:

Please outline a delivery plan as to how you plan on implementing Cultural Humility and Safety training and subsequent evaluation in your organisation. Examples include but are not limited to proposed cohort of staff, training plans, resources, and time requirements etc.

(min 250 words and max 750 words)

Living Wage

I confirm that all paid individuals working on the project will be paid the Birmini

This section must be signed by the person who completed this form, on behalf of the organisation applying. The witness must not be a relative of the person who completed the form.

Form completed by:

Name	
Role	
Signature	
Date	

Appendix 2:

Organisations may be invited to attend a panel meeting to discuss their application in more detail.

If you have additional queries, please email CommunitiesTeam@birmingham.gov.uk

Appendix 3: FAQs

Q1: Why is there a Birmingham Cultural Humility and Safety Framework pilot phase?

The pilot phase serves as a structured testing ground for the Birmingham Cultural Humility and Safety Framework (BCHSF). It allows for the evaluation of the framework's effectiveness and relevance in developing individuals' knowledge, skills and behaviours relating to cultural humility and safety. It allows insights to contribute to refining and enhancing the framework and supporting resources before wider implementation.

Q2: What is the Birmingham Cultural Humility and Safety Framework (BCHSF) pilot phase?

The BCHSF pilot phase, spanning 12 months over 2024/25, aims to evaluate and enhance the cultural competence of individuals and organisations, improving interpersonal interactions. It provides an opportunity for progressive organisations to contribute insights and improve their equality, diversity, and inclusion practices.

Q3: Who is organising the BCHSF pilot phase?

The BCHSF pilot phase is organised collaboratively by the Birmingham City Council with inputs from various systems partners, including ICB, voluntary sector, local hospital trusts, etc.

Q4: What are the main objectives of the BCHSF pilot phase?

The main objectives of the BCHSF pilot phase are to:

Evaluate Effectiveness: Assess the BCHSF's impact on health inequalities in diverse Birmingham communities, shaping organisational support packages and quality assurance.

Refine and Enhance: Use insights from the pilot to refine the BCHSF, ensuring its adaptability and relevance, including gathering feedback on positive impacts.

Capacity Building: Facilitate capacity building in participating organisations for effective BCHSF implementation, fostering a culture of fairness, inclusion, and respect.

Measure Impact: Measure BCHSF's impact on organisational practices, leadership approaches, and community engagement, considering cultural demographics and inclusivity in decision-making.

Partnership Building: Utilise BCHSF to form partnerships with local organisations, expand the public health network, and establish sustainable relationships.

Documentation and Insights: Generate comprehensive documentation and insights to contribute to cultural humility and safety knowledge, influencing future policies and practices in Birmingham.

Q5: Who can participate in the BCHSF pilot phase?

We invite forward-thinking organisations to collaborate with us. Any organisation interested in contributing to cultural humility and safety initiatives within Birmingham is welcome to submit an Expression of Interest (EOI). Organisations committed to cultural humility, diversity, and inclusion, with the capacity to allocate resources for the 12-month pilot, and a willingness to engage in collaborative research are eligible.

Q6: How can my organisation submit an Expression of Interest (EOI)?

Detailed submission guidelines are provided in Appendix 2.

Q7: When is the deadline for submitting BCHSF EOIs?

The deadline for submitting BCHSF Expressions of Interests is 31/03/2024, no later than noon.

Q9: How will EOIs be evaluated?

The Evaluation criteria and process is outlined in Appendix 2.

Q10: What does "Alignment with Project Objectives" mean?

This involves evaluating how well proposed metrics of success, implementation strategy, and activities align with the broader goals of the BCHSF pilot phase.

Q11: What does "Potential for Impact" include?

It assesses the organisation's ability to articulate and measure the expected impact of its initiatives, staff participation, community engagement, and proposed sustainability measures.

Q12: How will organisations be notified of the selection results?

Organisations will be notified of the selection results via email. Successful organisations will receive additional details about next steps.

Q13: What are the key steps in the selection process?

The process is outlined in Appendix 2.

Q14: What happens after selection?

Selected organisations will be emailed to inform them of the outcome. An introductory meeting with BCC Public Health and partners will be arranged to progress the pilot.

Q15: When does the BCHSF pilot phase officially commence for selected organisations?

Selected organisations will officially commence their participation in the BCHSF pilot phase after signing the Memorandum of Understanding (MOU).

Q18: Who should organisations contact for more details or clarification about the BCHSF pilot phase?

For further details or clarification regarding the BCHSF pilot phase, organisations can reach out to CommunitiesTeam@birmingham.gov.uk

Q19: Which staff should complete this?

Cultural Humility and Safety training is for everyone, including front line staff, managers, and communities. It should ideally be mandatory for all staff to develop a core skill set to allow for respectful interpersonal interactions, and culturally safe environments.

Q20: Will I receive funding to take part?

No, there is no funding available for the pilot programme. However, organisations will be provided with the BCHSF and supporting resources, receive specialist support from BCC, work with an external academic evaluator to assess impact and be at the forefront of

system changing equality, diversity, and inclusion practices. There are numerous benefits of engaging in the pilot, including:

- Not only meeting essential EDI requirements but going above and beyond to lead in this area.

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