

terms of participation

Going further project: Together, let's make self-management support available in your region!

Before submitting your application, please review the following items:

[A – What's included in the free starter kit:](#)

1. **Training information and facilitator's guides**
2. **Access to the virtual learning platform**

[B – Eligibility and selection criteria](#)

[C – Costs for the applying organizations and/or their partners](#)

[D – Types of partnerships](#)

[E – Equipment required](#)

A – what's included in the free starter kit

1. training information and facilitator's guides

The kit includes the **facilitator's guides** (1 topic of choice per trained worker) AND a **7-hour training day** given by **videoconference**.

Learning objectives:

1. Position the self-management support approach within the current context: the mental health service offer and the paradigm of existing approaches.
2. Develop a better understanding of the mental health self-management support approach.
3. Describe the general applications of the mental health self-management approach.
4. Apply self-management intervention methods through Relief's workshops.

A 2.5-hour prerecorded session on using the platform is also included for organizations interested in offering virtual workshops.

Learning objectives:

1. Present the features of the virtual learning platform.
2. Train facilitators to use the platform in a way that optimizes their (and the participants') virtual experience.
3. Develop a virtual intervention practice.

Note: Relief reserves the right to group workers and professionals from different organizations together during the same training day.

2. access to the virtual learning platform

The kit includes **free access to a virtual learning platform** for giving the online self-management workshops. This time-limited access includes:

- Creation of user accounts for the **facilitators** and the **participants** who will use the virtual learning platform. Access is conditional on confirmation of the workshop dates and sufficient number of participants.
- A maximum of **1 virtual workshop per organization** from among the following five topics: anxiety, depression, bipolar disorder, self-esteem, and mental health in the workplace.

B – eligibility and selection criteria

- All applications must be submitted by a representative of a **non-profit organization located in Quebec** that offers services to people living with a mental health problem.
- **Priority** will be given to organizations from the **following five regions** that do not **already offer self-management workshops**:
 - Centre-du-Québec
 - Côte-Nord
 - Estrie
 - Mauricie
 - Nord-du-Québec

More specifically, the selected organization must:

1. Adhere to the philosophy of self-management support.
2. Designate **at least 2 workers** who will act as facilitators. They must be employed by the organization or one of its partners and correspond to *Relief's Recommended profile*.
3. Enroll **groups of 8-15 participants** (through existing clients, advertising, referrals from healthcare or other professionals).
4. Give the workshops more than once (**sustainability over time**). This implies understanding the costs involved and the funding mechanisms available (see Section C).
5. Establish **partnerships** with the public network, community or other organizations to promote the project.
6. Provide the required information on the participation form.
7. Agree to work with Relief throughout the process, in particular, to measure the results, protect Relief's intellectual property, and work with other organizations in the same region to ensure equal representation for the five workshop topics.

C – costs for the applying organizations and/or their partners

The applying organizations need to be aware of the costs and fees they will incur for the delivery (and repeat delivery) of the self-management workshops. This includes:

1. Employee salaries (to attend the training, conduct pre-workshop registration and interviews, and facilitate the workshops);
2. Costs **beyond what's offered** in the starter kit, including:
 - a. Training for any new co-facilitator: \$397/person, including the facilitator's guide
 - b. Access to the virtual learning platform after the first virtual workshop offered
 - c. Purchase of materials for organizations that want to offer in-person self-management workshops:
 - i. Participant workbooks for each workshop offered, on a recurring basis: \$560/set of workbooks for a workshop for 15 participants
 - ii. Facilitator's guides (for new topics or facilitators): \$120

D – types of partnerships

Relief encourages organizations to submit an application in partnership or collaboration with other organizations in their region, which is often a winning condition for the delivery and repeat delivery of the workshops.

These partners can be:

- One or more other community organizations
- A public health institution or facility (CISSS, CIUSSS)
- A school
- A municipality
- A private company
- A foundation
- Other

Examples of types of partnerships:

- Promotion of the workshops to the public and/or healthcare professionals
- Referral to the workshops by workers or professionals
- Co-facilitation of workshops with the applying organization
- Delivery of workshops on topics that complement those offered by the applying organization
- Provision of a space for holding the workshops (in the event of in-person meetings)
- Funding for the delivery or repeat delivery of the workshops
- Support for obtaining funding
- Support for evaluating the workshops
- Equipment loan or donation
- Other

E – equipment required

Since the training for workers will be given virtually using Zoom, the following equipment is required (Relief cannot provide technical support for this equipment or its features):

- Camera with microphone
- Headphones (recommended, not mandatory)
- Internet connection

information:

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