

ACCESSING FUNDING OPPORTUNITIES - IDENTIFY FUNDING OPPORTUNITIES



Schools have a huge range of priorities and developments that they need to organise and manage. It is therefore very likely that you will need to seek additional funding in order to resource and pay for the project you wish to undertake, particularly if it involves commitments like getting parents engaged or additional activities outside the school day.

A range of potential funding sources are provided below but also check with your local authority as they will have a wealth of knowledge of both national and local funds which might be relevant.

Always check that your school is eligible to apply for funding before investing time in making an application.

Access to Education Fund



For narrowing the attainment gap and reducing child poverty by improving children's experiences at school. One of the specified areas is "enhancing a school's capacity to deliver parental engagement programmes".

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Awards for all Scotland

**AWARDS
FOR ALL
SCOTLAND**



Aims to produce: Better chances in life; Safer, stronger communities that are able to work together to tackle inequalities; more sustainable services and environments; and healthier people and communities.

(£500 - £10,000)

Bank of Scotland Foundation

BANK OF SCOTLAND
Foundation

Supports projects that develop and improve local communities, including Initiatives designed to encourage the involvement in the community of those too often excluded such as people on low incomes and those at risk from poverty.

(up to, and including, £20,000)

Big Lottery: Investing in Ideas



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Funds research into an idea, supporting pilot activity, feasibility studies, business plans, consultancy fees etc. The ultimate aim must be to make a positive difference to community

(Up to £10,000)

Esmée Fairbairn Foundation



Focuses on the cultural life of the UK with a focus on 'Education and Learning' and specialist strands that include 'New Approaches to Learning'.

(Up to £100,000)

First Funding Stop



Provides access to a comprehensive database of funding opportunities. Users need to complete a registration form in order to use the service.

Lloyds TSB Foundation for Scotland



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Focused on disadvantaged and marginalised people in Scotland. Projects that enable people to be active members of society and improve their quality of life. Children and Minority Groups are of particular interest.

People's Postcode Trust



Runs a Small Grants Programme that exists "to try to make the world a better place through short-term, project specific funding".

(£500 - £20,000)

Robertson Trust



Supports a wide range of charitable activities, which take place in, or have a direct impact on Scotland. One of the Trust's priorities is 'Education and Training'.

The RS Macdonald Charitable Trust



Special schools may also wish to consider The RS Macdonald Charitable Trust.

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Provides awards that are based in, or operating in, Scotland, which address one or more of the Trust's themes. These include: Neurological Conditions; Visual Impairment / Sight Loss; and Child Welfare.

FILL OUT THE APPLICATION FORM

The research and preparatory work will help ensure you have as much information as possible at hand to complete a large part of the application form. Now use the following tips to help you....

Give yourself enough time – don't underestimate how long it can take to complete an application form. And seek help from others in the community or authority who may already have expertise in completing funding application forms. You could approach:

- Your Parent Council
- Your education department
- Active Schools Coordinator
- Community and Learning Development Workers
- Local clubs
- Local voluntary groups (Volunteer Scotland can tell you who your local groups are)
- Community Planning Partnerships
- Community Councils.

Make sure the content is factual – focus on 'why', 'who', 'what', 'when', 'where' and 'how' – particularly 'how much' and 'how you will use the money you are applying for'.

List what you think you need and where you have no other forms of funding. If funders like your proposal, they will be willing to discuss the level of funding with you.

Write clearly and concisely, using plain language and avoiding jargon.

Assume that those assessing the application have NO prior knowledge of your circumstances or what you want to do.

Follow the instructions very carefully.

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It is better to type your application, rather than use handwriting.

Ask someone to read your application before submitting it.

Contact the funder and ask for advice if you are unsure about anything.

Always keep a copy.

Finally, have a realistic timescale for the project as a whole. Once you have filled in the application form, it can take several months to hear the decision. It may be better to plan delivery of the project for the following school year. If you get a decision within the same school year, you can always use the extra time to prepare and ensure that all the relevant tasks have been planned. Taking a little time to review the proposal; the level of funding received; how the school will manage the project, e.g. how regularly should partners meet to review progress, will all lay down the groundwork for a worthwhile and manageable project.

Good luck!

CASE STUDIES

Below are examples of schools who have been successful in getting additional funds to support family engagement projects and their experiences of the process.

Knightswood Primary School



Knightswood Primary School is an excellent example of a school that has formed partnerships with its local community to take a project forward.

The school organised a six-week block of 'healthy living' sessions on Saturday mornings during the winter term, targeting children and families at risk of missing out. Lynne Alldrit, owner of the Beech Tree Inn in Killearn agreed to provide coaching for the group focusing, in particular, on food preparation, cooking and healthy family eating. She brought a local chef with her and received sponsorship from local suppliers to fund ingredients and

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equipment, as well as support from the local branch of Marks and Spencers which provided vouchers for bread and milk. AMEY gave its support with free let, Cordia provided staff for three hours, and senior managers at the school organised and managed the staff and rotas etc.

Parents were also invited to eat with the children and share recipes, and additional activities such as martial arts and dance were offered, paid for by the school.

Linnvale Primary School



Linnvale Primary School, in Clydebank, has 48% free school meal entitlement. It identified the need to engage parents more in the life of the school. It also had an unimaginative play area, which needed to be more fun and welcoming. An additional objective was to create pride in the school and its play area.

Linnvale formed a partnership with a local community arts group, which had secured funding from the Big Lottery, and Community Learning and Development, which had secured funding to support family learning. Together they developed a project to create a mural in the play area demonstrating Clydebank's heritage.

The project was completed, although slower than planned. It did secure the interests of parents and initially the objectives of the work being led by parents, were met. However, tensions within the parental group and their relative inexperience as working in a team led to several withdrawing. One parent who had been unemployed went on to become a volunteer with the local arts group.

Ibrox School

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Ibrox School, in Glasgow has 46% free school meal entitlement. It took advantage of the Big Lottery Commonwealth Games Legacy Fund to apply to extend its Friday afternoon games programme. The school successfully applied for funding to increase the number and range of activities it offered children in sporting venues - activities they otherwise could not afford. Transport was also provided.

The application took longer than expected to proceed because of the specific detail required for funding each weekly activity. Approval was received at the start of the term when the funding was due to begin. This meant a huge amount of organisational work was required to get the programme up and running in two weeks. Having the detailed activity and funding plan alongside the application (even if the application does not ask for this) is likely to be handy. Having support on hand to be ready to get underway, such as getting the parental support forms issued, is likely to save time and stress!

GUIDANCE NOTE

Download a summary of the guidance

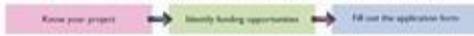
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Closing the attainment gap

ACCESSING FUNDING TO SUPPORT PARENT PROJECTS

You are confident that your school can increase parental engagement and enhance children's learning but need support to move your project forward. There are a number of funding opportunities that will help ensure your project has the best chance of success.



Know your project and what you want to achieve

It is important to have a very clear idea about the following before researching what funding opportunities are out there. Consider:

Why the project is needed: What funding applications will require evidence of why a project is needed. It is best to have clear information to hand ready for when you come to fill in the application. There are a few key sources that you could use to provide this evidence:

- Your school improvement plan will help you plan a list of your current activities alongside any initiatives to support low-attaining pupils and aim of your project
- Your educational department may be able to help access any information that you need to hand
- Other types of supporting evidence e.g. current school improvement strategy and action plan
- Your Community Planning Partnership can help you find supporting evidence for the long-term initiatives you wish to achieve
- Research into a specific area might also be helpful

What you want your project to achieve: Identify the overall purpose and aims of your project. Are yourself what change would like to see?

How you will achieve the aims, who can help and how much it will cost? When you are clear about your project's purpose and aims, think about what you will need to do in order to achieve these. Planning and outlining a project over and above the statutory requirements of your school is a significant commitment. Think about the people, time and resources that will be required to establish a detailed project plan, apply for funding, get the project up and running and keep it running and set up a system of monitoring, review and evaluation.

Whether you require external funding: In some cases, a project could be delivered using existing resources within school and/or the local authority. To help you decide there is considerable support within local authorities that you can approach for information, advice and support, including:

- Your Quality Improvement Officer
- Your Education Improvement Officer
- The Educational Psychology team
- School e-mentor
- Your local community relations team
- Your community relations officer or lead
- Local schools
- Local voluntary groups
- Your local Community Planning Partnership
- Your Community Trusts

If you decide that there is nothing already available 'off the shelf', look to the wider local community. Local businesses, local experts (artists, musicians, authors, farmers etc), parents and cultural and local organisations are all potential partners and excellent sources of information and support. You may however decide that you need to establish and design a specific project for which external funding is required.

Identify funding opportunities

Schools have a huge range of priorities and developments that they need to progress and manage. It is therefore likely that you will need to seek additional funding in order to resource and pay for the project you wish to undertake, particularly if it involves getting parents to take part or providing additional activities outside the school day.

A range of potential funding sources are listed on our website www.engagewithfamilies.co.uk

The application

The process of drafting funding applications requires time, drive and confidence. Use the partners and community resources around you to get the support you need. There are some general tips for completing the application form:

- Give yourself enough time - don't underestimate how long it can take to complete an application form
- Make sure the content is clear - focus on what you want, where, when, what and how
- Make it easy and simple to read and logical and well-structured
- Ensure that your writing has a positive tone and that you are clear about the benefits to the school
- Follow the application rules carefully
- Sign your application with your own handwriting
- Be available to meet your application referee on request
- Contact the funder and ask for advice if you are unsure about anything

www.engagewithfamilies.co.uk