

THE MARGARET DOBSON FURTHER EDUCATION TRUST

(Registered Charity No. 1000585)

NOTES OF GUIDANCE FOR THOSE MAKING AN APPLICATION FOR GRANT

Purpose of grants

The purposes for which the grant is to be used must conform to the objects of the Trust as set out in the trust deed, that is:

‘For the benefit of charitable institutions or purposes which will promote the education, learning, training, recreation and rehabilitation of, among and for people with special needs such as those suffering from any disability of the mind or body, or those in need by reason of social and economic circumstances’.

The **focus** for the trust is support of organisations for young **adults with learning disability**, after leaving formal education, with the aim of giving them practical skills to prepare them to be able to lead independent lives.

What The Trust Will Fund

With limited resources at our disposal, the Trustees will prioritise applications from projects which meet at least two of the following criteria:

- Designed for, and aimed, at people with learning disabilities aged 18 to 25 outside the school environment
- Offer the opportunity for people to gain transferable life skills, which may include how to access support
- Offer employment experience
- Build in accredited training
- Enable social interaction with other people, and allow self-expression and confidence-building.
- Applications from smaller organisations that are demonstrating an entrepreneurial approach to a locally identified issue.

The Trustees are also interested to hear from organisations that support activities which enable people with learning disabilities, and their carers, to understand better life skills and the social care system.

What the Trust Will Not Fund

- Individuals
- Schools
- Applications of a general kind, which have no specific purpose other than to increase the financial resources available to the charity, will not be considered
- Organisations that are overtly religious

Eligibility

It is regretted that grants can only be made to institutions or organisations who are registered Charities, Charitable Incorporated Organisations or Community Interest Companies. In no circumstances is it possible to make a grant for the benefit of an individual.

Grants will not be made to charities in receipt of funding in the previous year, except where a specific project has been awarded funding over a period of more than one year.

Only organizations with a turnover of less than £1 million will be considered for funding.

Size of grants

The Trust is not large and grants are usually given in a range up to £5,000. However, the trustees will consider exceptional projects over this value. The Trustees like to see that effort has been, or is being made, to source funding from elsewhere. They will only fully fund if absolutely necessary.

Timing of grant

Most grants made are for a single year, but the Trustees will consider multiple year grants. Subsequent years funding may be conditional on the success and timely reporting of the first year of the project.

The Trustees will not provide retrospective funding, so please do not submit applications for work that will have started before the Trustees meet to consider your application. Timings of meetings are indicated on the website.

How to apply

The Trust makes a single round of grants each year. Applications will only be considered if received no later than deadline, publicised on the website.

All applications must be made electronically by email to secretarymdt@gmail.com.

Applications should be no longer than two sides of A4, plus the coversheet, which can be downloaded from the website, along with a copy of your most recent annual accounts.

You need to include:

- A summary of the aims and administrative structure of the organisation making the application, making it clear whether it is a registered charity itself, or a part of a larger charity. The relevant charity number should be quoted
- Specify clearly the purpose for which a grant is required
- The full costs involved, and how much you are seeking from the Trustees
- The activities that will take place and who will provide the service
- The number of recipients and the benefits which will result.

You are more likely to be successful if you can demonstrate that:

- People with learning disabilities and their families and carers are consulted in the design and running of the project
- You are working in partnership with relevant local organisations and service providers
- You have thought about the opportunities for participants to make use of what they have learnt once the programme has ended
- You have been actively seeking other sources of funding for the project
- You can evidence that there will be a demand for the service to be provided.

The Trust will only support projects that appear to have a reasonable chance of success. If the organisation is new, provision of a business plan, which is properly costed and convincing is required to show confidence in the future success of a project. This will be in addition to your funding bid.

It would also be helpful if you state how you came to know about the Trust.

The success of an application and the amount of any grant will depend not only on the quality of the application but also on the number and merits of other applications which come before the trustees at a particular meeting.

Decision making process

The Trust holds meetings annually in May/June. Papers can be submitted throughout the year, but must be in receipt of the Secretary by 31st March for consideration at the next meeting. This gives time to review the application and visit the project where necessary.

For a visit you should be prepared to talk about your project, the beneficiaries, your goals for the future and finances. You will be expected to be able to comment on how your project fits with the local strategic direction. The Trustees will want to fully understand how your organisation works and how the Trust can best help you to achieve your objectives. It is also helpful to meet beneficiaries.

When a grant is given, a report will be expected for the meeting held the following year. The deadline for submitting reports will be advised but will usually be one year following award of grant.

If further help or advice is needed please contact me by phone on 01406 420153 or email secretarymdt@gmail.com.

Sharon Shortland
Secretary