



# The HMCK Charity

“Promoting aspirational partnerships in education”

## Guideline notes for funding applications

The Charity promotes, supports and facilitates the continued creative development of Outreach and Partnership (O&P) education programmes, through partnerships between state and independent schools. By so doing, our overriding aim is to ensure more able but less privileged pupils at participating state schools are encouraged and equipped to maximise their potential by overcoming traditional barriers or learning constraints.

Activities supported by Charity could include (but are not restricted to):

- *Projects aimed at raising the aspirations of less privileged pupils;*
- *University awareness raising, application support and guidance programmes;*
- *Independent schools leading subjects and activities that go beyond the National Curriculum in state primary or secondary schools;*
- *Cross-sector mentoring projects in academic subjects;*
- *Projects designed to extend pupils’ social and cultural horizons;*
- *Cross-sector collaborations involving pupils of the same age;*
- *Confidence building activities such as debating or team building.*

*If you need further information or guidance on the application process, please contact [info@hmckcharity.org.uk](mailto:info@hmckcharity.org.uk).*

## GUIDANCE NOTES

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### MAJOR applications

#### **Timescale:**

September	<i>Publicise opportunities</i>
Autumn half term	<i>Applications live on website</i>
Feb half term	<i>Application window closes</i>
Easter	<i>Educational Panel considers applications</i>
Late April	<i>Recommendations presented to Trustees</i>
Early May	<i>Decisions communicated</i>
Year-end	<i>Review process</i>

### MINOR Applications

These are for funding up to £500. Our aim is to process applications for minor funding within a 4-week period.

#### **Timescale:**

September	<i>Publicise opportunities; Applications live on website</i>
Any time	<i>Application received</i>
<i>Within 2 weeks</i>	<i>Reviewed by 3 members of the Charity’s Educational panel</i>
<i>Within 4 weeks</i>	<i>Decision communicated to trustees and applicant</i>
Within 3 weeks of event/activity	<i>Evaluation received by Charity nominated mentor</i>
Year-end	<i>Review process and compile brief</i>

## NOTES

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The Educational panel of the Charity comprises members appointed by the Trustees with extensive experience in schools. Their recommendations are presented for approval at a Trustees meeting.

Each successful application is assigned a mentor who will support partner schools, acting as a critical friend and relationship manager.

Major funding is defined as typically funding up to £5000. This will be considered for up to 3 years with matched or tapered funding arrangements.

Successful major funding applications extending beyond one year will receive tapered funding. Applicants must include details of how the tapered funding will be supported by matched partner funding to enable the project to continue for the maximum three years of funding.

Initially, we anticipate funding a maximum of 4 major and 6 minor programmes per year. When all funding has been allocated for a year, applications will close, and notification will be displayed on the website.

A successful applicant will receive a written funding offer from the Charity. This will set out the basis on which funding will be provided. It will include reference to the "Schedule of Undertakings and Commitments document which will be required of successful candidates throughout the course of the supported project or activity.