



**Ministry  
of Defence**

**Directorate Children & Young People**  
Marlborough Lines,  
ANDOVER  
SP11 8HJ

E-mail: LF-PSC-CYP-3MSF-Mailbox@mod.uk

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### **SUPPORT FUND FOR STATE SCHOOLS WITH SERVICE CHILDREN: 2013**

2011 saw the launch of the Ministry of Defence's Support Fund for State Schools with Service Children. This Fund, which on current plans is £3M pa for four years starting 2011, has been made available to assist publicly funded schools, Academies and Free Schools<sup>1</sup> throughout the UK, to mitigate the effects of exceptional mobility or deployment of their Service communities; Regular Armed Forces and Reserve Forces.

The Fund is different from the Armed Forces Community Covenant Grant scheme which seeks to forge closer ties between the community and the Services who form a part of that community and which is open to a wider variety of organisations to apply once a local community covenant has been signed.

It is also different to the Service Pupil Premium, which is provided within England by the Department for Education in respect of children of members of the Armed Forces.

Directorate Children & Young People (DCYP), which is the MoD's professional focal point for all matters relating to children and young people associated with the Armed Forces, are the lead organisation supporting the Fund.

DCYP received over 230 applications in the most recent bidding round totalling £7.6M and were able to issue grants to 121 applicants.

Grants from the 2012 round went to a wide variety of different types of application which included everything from providing funding for a fixed term home link teacher supporting several schools, to contributing toward the funding gap due to temporary drop in Service pupil numbers, to supporting a counselling service available to 20 schools.

Those applications that were successful had in common the fact that they were able to provide strong evidence of a requirement against the criteria, evidence of how the effect of exceptional mobility/deployment would be mitigated by the actions identified within the application and evidence too that they had a good relationship with their Service community and that the application was submitted with their support.

#### **Criteria**

The Fund is open to any maintained school in the UK which has Service<sup>2</sup> children whose parents are subject to either frequent mobility and/or deployment.

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<sup>1</sup> For school throughout this document read publicly funded school, Academy and Free School

<sup>2</sup> For Service throughout this document read Regular Armed Forces or Reserve Forces

Service personnel need to move quickly between post and locations. This Fund seeks to mitigate the effect on schools resulting from:

- The movement of an entire unit/squadron/base moving at one time and there being a delay before the next unit/squadron/base moves in; or
- The effect of a constant high turnover of Service children usually experienced by schools located close to an Armed Forces training camp.

In the first case the school may, without assistance, need to scale down provision and reduce overheads. In the second case a school may find that a constant turnover of pupils makes it difficult for pupils to settle immediately and increases disruption to other pupils.

Applications for this grant would need to demonstrate the type of exceptional mobility experienced by the school, how the funding would mitigate the impact on the school and what success would look like for the school.

Deployment of Service personnel does not necessarily need to be to a conflict zone to warrant an application towards a grant; for example submariners/sailors may be away at sea for a number of months and schools may find that during this time Service pupils may need more support and reassurance.

Exceptional mobility, or deployment, are the two key criteria that govern the eligibility for the Fund. It may be that a school is still dealing with the impact from a previous deployment and applications will be considered from schools with evidence of this requirement.

With changes to the geographical footprint of the Armed Forces happening over the next few years the Fund will concentrate on areas where there is going to be a known impact due to re-basing.

## **Eligibility**

To be eligible for a grant a school must be a maintained school, Academy or Free School, must be in the UK, must have Service children whose parent(s) are subject to exceptional mobility or deployment (as described above).

Applications can be accepted from single maintained schools, 6<sup>th</sup> form colleges, groups of maintained schools with the same needs or from local authorities on behalf of the publicly funded schools in their area. While a bid from a school with not many Service children is welcomed by DCYP, value for money will be an important consideration. Collaborative bids which identify wider reaching benefits for schools with similar needs are particularly welcome.

Pre-school, childcare providers and colleges of higher education or further education are not eligible to apply for a grant from the Fund. Applications cannot be accepted from commercial organisations or those that would seek to charge for their solution to be provided to a school, for example an organisation could not be awarded a grant to develop a training course which it then charged schools to attend.

## **Scoring**

The Fund is limited to £3M pa (and there will be one funding round each year). Due to the interest shown in the Fund there is a need to score each application; details of the scoring methodology are included in the application pack with a brief explanation of the weighting.

When scoring an application, the Panels will be looking for evidence of requirement, how is the **school** being affected, what communications the school has had with the Service community and other schools and organisations, how will any grant help the **school** and how success will be measured. There needs to be demonstrable evidence of the effects on the above schools, and this needs to be explicit – the bid will be judged purely on the evidence provided in the application form.

It is important to note that the mitigating action must provide positive impact on the school and so should be inclusive of including support to civilian as well as Service children; for example a laptop purchased to improve communication to deployed parents could also be used by civilian children to keep in contact with their Service friends who may have moved school.

There is no appeals process – applications will be based on the content and strength of the bid against the criteria bearing the scoring in mind. Those applications which are not successful will receive feedback based on the comments from the panels.

Successful applications should also be aware that their use of the Fund will be audited within 12 months of having received any monies.

## **Applications**

Applicants must ensure they have read the completion notes prior to completing the form, extra material should not be included with the application and panel members will not read any additional information. The application will be judged on the content of the form.

Applicants should adhere to the word count and if this is exceeded then it will not be read and you may miss out on matching scoring criteria.

Separate items should be costed individually to enable the Regional and Funding panels to easily identify partial payments. There may be a delay in funding allocation if a breakdown of costs is not provided.

Application packs consist of this covering letter, FAQs, the application form itself and also the scoring criteria. The scoring criteria is just for information so applicants are aware what the panels will be looking for.

Application forms should, where possible, be completed electronically as they will be sent to regional panel members either by email or by CD where possible. No personal data relating to children should be included.

Each bid is considered on its merits. No priority is given to one of the bid categories over the other, nor to the success of a previous bid. The bid will need to set out evidence of the requirement and how the grant will **help the relevant school(s)** mitigate the effect of the mobility/deployment.

## **Timings**

Applications will need to be received by 4pm on 31<sup>st</sup> January 2013 – there are no exceptions to this. **Any application received after this time will not be viewed by the panel.**

Each application will receive an acknowledgement along with a unique bid reference number, from the regional contact, which must be quoted in any subsequent correspondence. It is your responsibility to chase for this unique bid reference if you do not receive it within three working days.

The applicant must inform their regional contact of any change to their email/contact details.

DCYP aim to inform all applicants of the success, or otherwise, of their application toward the end of March.

## **Help and assistance**

The contact points for completed forms are as below, correspondence should be by email. These contact points will not review your applications prior to, or at, submission. The first view will be undertaken by the regional panels so please ensure you have completed the form correctly. Any omissions from the form may jeopardise the processing/success of the application.

A FAQ sheet is included in the application pack. This will cover most eventualities; regional contact points may not be able to answer questions individually but will ensure that the FAQ is updated weekly and posted on the DCYP website. [www.mod.uk/ChildrenAndYoungPeople](http://www.mod.uk/ChildrenAndYoungPeople)

Forms to be considered by the English and Welsh Panel to be returned to:

[LF-PSC-CYP-3MSF-Mailbox@mod.uk](mailto:LF-PSC-CYP-3MSF-Mailbox@mod.uk)

Forms to be considered by the Northern Ireland Panel to be returned to:

[AWS-38X-CESO@mod.uk](mailto:AWS-38X-CESO@mod.uk)

Forms to be considered by the Scottish Panel to be returned to:

[EdinburghGar-SO2Welfare-PERS@mod.uk](mailto:EdinburghGar-SO2Welfare-PERS@mod.uk)

## **What happens next?**

After you have submitted your application, within three working days you will receive a unique bid reference – if you have not received this after three working days then it is your responsibility to chase your regional contact for this. If you do not have a bid reference (which needs to be quoted on all further correspondence) then it means your application has not been received.

After the closing date no further applications will be accepted.

Each Regional Panel will then meet, discuss and score the applications for their area and report their findings back to the Funding Panel – this is likely to take place in February.

The Funding Panel will make the final decision on applications within March with all applicants being informed of the outcome before the end of March.

Payments will then be made during April. If you are successful in your application but your grant is being paid into a Local Authority account it will be your responsibility to contact your LA and inform them to expect the money.

On receipt of the fund, you agree to provide the Directorate Children & Young People with an update on how the fund has been used, and whether the success factors indicated in the application have been achieved, upon request.