

# The Peter Lang Children's Trust

Reg chr no

## Grant Application Form 2007-8

For Office Use Only:

App Ref No:

Date Received:

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## Mission, Core Values and Overall Approach

The mission statement of the Peter Lang Children's Trust is:

TO PROVIDE ASSISTANCE AND SUPPORT FOR ECONOMICALLY AND EDUCATIONALLY DISADVANTAGED CHILDREN

By Children, the Trust is referring to young people aged between 0-21. The charitable work of the Trust is currently focused on the County of Gloucestershire.

The PLCT is results focused. The Trust supports work that has a clear and demonstrable impact. It recognises that it cannot achieve its mission and strategic outcomes operating in isolation, nor by supporting individual projects operating in isolation. The Trust works closely with voluntary and statutory sector partners and networks to identify and meet key needs that fall within its mission. The Trust is not in the business of seeking credit solely for itself. Whilst highly supportive of innovation, the Trust recognises that in order to permanently challenge the negative trends affecting young people it will have to show sustained commitment to its partners. This is reflected in the Trust's 3 year rolling gift plan, its 5 year strategic planning, its provision of additional funding and sustainability advice to partners through its Development Officer post and a clear focus on sustaining the development of programmes from their outset.

The Peter Lang Children's Trust is a facilitator and enabler, rather than an organisation that directly provides service delivery. As such, the Trust proactively seeks to identify **preferred partners** that are able to provide services and activities that meet the Trust's overall aims as outlined in its mission statement. Furthermore, the Trust works closely with key **strategic partners** in order to promote collaborative approaches to programme delivery and to improve its grant making process. Both sets of partnerships exist to improve the performance of the Trust against its mission and objectives, and the performance of the services it supports. The Trust's current strategic partners are the Gloucestershire Children and Young People's Directorate and Gloucestershire Churches Together and the Gloucestershire Faith Forum via the Diocesan Department for Social Responsibility. However, this list may grow as other potential strategic partners, key to the Trust's mission and strategic outcomes, are identified.

The Trust is particularly interested in 'gaps', where the needs of children are not being met, and where there is scope for making lasting change to the lives of children and the services that are provided for them. The Trust works actively in partnership with a number of statutory and voluntary organisations and encourages information sharing and a multi-agency approach to addressing unmet needs. The Trust works with statutory agencies, but will not fund services that are the responsibility of statutory agencies. The Trust works carefully to avoid supporting the duplication of existing services.

The Trust supports services and activities that make a clear, measurable impact on the lives of children and young people. All applicants are expected to demonstrate how they will help the Trust fulfil its mission. All proposals must have clear and quantifiable targets. Grants are disbursed on a quarterly basis and the release of funds is dependent on the successful completion of quarterly monitoring reports that specifically evaluate performance against targets specified for that quarter in the original application. Recipients of grants for periods of over a year also complete an annual report, and undertake a review meeting with the Trust's Development Officer.

The Trust has a strong interest in work that has a preventative focus. It recognises that problems such as school exclusions, low educational attainment, and anxiety/depression are often the result of long-term factors in young people's lives. The Trust welcomes proposals that seek to give young people the best start in life, and empowers them to overcome obstacles that might otherwise prevent them from fully participating in all the positive opportunities that life has to offer.

The Trust's work is not limited to grant giving. Through the Trust's development officer, preferred partners have access to accredited funding advice, guidance on sustainability, and linkages to other service delivery organisations in the same area (both geographic and thematic). The Trust's development officer works proactively to develop new partnerships between voluntary, statutory and quasi-autonomous, non-governmental organisations – relationships that will bring improve support to young people.

All potential applicants are advised to read the Trusts Strategic Plan for 2007-12 before completing this form. For further information and the opportunity to discuss potential proposals please contact the Trust's Development Officer:

Daniel Robinson  
Development Officer  
The Peter Lang Children's Trust  
Lyday Close  
Oakridge Lynch  
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GL6 7NU

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## **2007-12**

### **Targeted Outcomes**

1. Increase the levels of participation and attainment of Children in Care (CIC) in pre-school, primary, secondary, special schools and tertiary education
2. Reduce the rates of permanent and fixed-term school exclusions within primary, secondary schools and special schools

## SECTION 1 – APPLICANT’S DETAILS

Name of organisation applying for the grant:			
Name of main contact:			
Position in group:			
Address of main contact: <i>(please include postcode)</i>		Tel: (day) Tel: (eve) Email:	
Are you a registered charity?	No: <input type="checkbox"/>	Yes: <input type="checkbox"/>	Number:
What geographic areas do you cover? <i>(e.g. SOA, town, district, county)</i>			
Are you affiliated to a regional or national organisation? <i>(please give details)</i>			
Please give a brief description of your organisation.  <i>What are your main aims? What are the main activities and services that you provide?</i>			

## SECTION 2 – DESCRIBE YOUR PROPOSAL

In this section we would like you to describe the specific activities and services that you are asking the Peter Lang Children's Trust to support. Please ensure you have read carefully the Trust's Mission Statement. Please make sure your answers provide the trustees with specific details regarding your proposed work e.g. activity details, total contact hours, geographic location, measurable outcomes

**2.1** Explain as clearly as you can what the grant from the Peter Lang Children's Trust will be used for:

**2.2** How are the children and young people that will benefit from the proposed work economically and/or educationally deprived? How do they relate to the Trust's Strategic Outcomes for 2007-12?

2.3 How many children and young people will benefit as a result of the Trust's support, how old are they, and where are they from?

2.4 Please describe (e.g. background, qualifications, numbers) the people within your organisation who will be working with the children and young people.

2.5 Who will be your partners in delivering this work?

2.6 How will your proposal help the Peter Lang Trust fulfil its Mission Statement and Strategic Outcomes?

2.7 How will you demonstrate to the trust that you have been able to make a difference as a result of receiving a grant?

2.8 What is your exit strategy i.e. what do you intend to do once the grant from the Peter Lang Trust expires? Is your proposal sustainable?

### SECTION 3 – MILESTONES AND DELIVERY TARGETS

Applicants are invited in the first instance to apply for grants for up to three years. Funding will be released quarterly and the funds to be released in each quarter can be specified in advance to reflect the projected needs of the proposed costs for the given quarter.

NB – release of funds each quarter will be subject to quarterly monitoring returns that demonstrate that the preceding quarter’s milestones and targets have been met.

		Amount Requested	Description of milestones and delivery targets for each quarter
Y E A R  1	Q1  Jul- Sept	£	
	Q2  Oct- Dec	£	
	Q3  Jan- Mar	£	
	Q4  May- Jun	£	
Total grant (Year 1)			Targets for End of Year 1

Please note: The Peter Lang Children’s Trust grant year runs from July 1<sup>st</sup> – 30<sup>th</sup> June.

		Amount Requested	Description of milestones and delivery targets for each quarter
Y E A R  2	Q1  Jul- Sept	£	
	Q2  Oct- Dec	£	
	Q3  Jan- Mar	£	
	Q4  May- Jun	£	
Total grant (Year 2)			Targets for End of Year 2

Please note: The Peter Lang Children's Trust grant year runs from July 1<sup>st</sup> – 30<sup>th</sup> June.

		Amount Requested	Description of milestones and delivery targets for each quarter
Y E A R  3	Q1  Jul- Sept	£	
	Q2  Oct- Dec	£	
	Q3  Jan- Mar	£	
	Q4  May- Jun	£	
Total grant (Year 3)			Targets for End of Year 3

Please note: The Peter Lang Children's Trust grant year runs from July 1<sup>st</sup> – 30<sup>th</sup> June.

## SECTION 4 – FINANCIAL INFORMATION

4.1 What is the total amount of funding requested from the Peter Lang Trust?		£
4.2 What Is the total cost of the work outlined in this proposal?		£
<p>If 4.1 and 4.2 are different please list the other sources of income:</p> <p>Please indicate whether these sources have been secured or are still awaiting confirmation.</p>	Funding Source	
		£
		£
		£
		£
		£
		£
		£

4.3 Account Details	
Bank Account Name	
Bank Name and Address <i>(please include postcode)</i>	
Account Number and Sort Code	

4.4

Please provide a breakdown of project costs:

**Please note that management costs need to be within 10% of total budget.**

	PLCT Grant (£)	Other Sources (£)	Total (£)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
			*

\*Total (NB this should be the same figure as 4.2):

## SECTION 5 – INDEPENDENT REFEREE

Please ask an independent referee to complete this section. The referee needs to be someone with professional experience of working with children, who knows the work of your organisation, and is not a member of you management committee, nor a volunteer or user of your services.

Name			
Occupation			
Organisation			
Contact Address (including postcode):		Tel: (day) Tel: (eve) Email:	
Signature:	Date:		

## SECTION 6 – CHECKLIST

6.1 All sections of the application form have been completed:	<input type="checkbox"/>
6.2 I have enclosed a signed copy of our constitution/governing document: (please submit departmental business plan if more appropriate)	<input type="checkbox"/>
6.3 I have enclosed a signed copy of our accounts for the latest financial year: (these can be draft if not yet approved by your management committee, but must be signed by a member of your management committee).	<input type="checkbox"/>
6.4 I have enclosed a copy of our most recent bank statement:	<input type="checkbox"/>
6.5 I have enclosed a copy of our Child Protection Policy:	<input type="checkbox"/>
6.6 I have enclosed information confirming that all necessary CRB checks have been conducted	<input type="checkbox"/>

## SECTION 7 - DECLARATION

Each applicant must sign the declaration. Applicants must be over 18.

I certify that I agree to abide by the terms and conditions of the Peter Lang Trust and that to the best of my knowledge the information given on this application is correct.

Signature of applicant:	Date:
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All information provided during the application process will only be used for assessment and monitoring procedures and will be treated as confidential.