

Service children – funding guidance for schools in Wales

Introduction

Schools across Wales are being very proactive and doing some great work to ensure that Service Children are supported so they can optimise their experience of being part of an Armed Forces family and do not experience disadvantage. See the SSCE Cymru website for case studies and examples of good practice <https://sscecymru.co.uk/case-studies>

In order to recognise the special considerations for children from families, where one or more parents serve in the Armed Forces, also in order to support their schools, there are various funding opportunities which are made available. Sometimes, schools and Local authorities need to access these additional funds in order to continue to support Service children in the most effective way. SSCE Cymru recognised that it's not always easy identifying which funds are available, what grants are most relevant to their project and the best way to approach completing the application forms.

A group of SSCE Cymru stakeholders worked collaboratively to produce this document in order to provide schools and Local authorities in Wales with a guide on the grant streams that are available, along with advice on completing the application forms. This advice comes from members of the funding panels, as well as schools and Local authorities that have been successful in applying for the grants.

Before applying for grant funding, schools/Local authorities in Wales are advised to spend some time engaging with the SSCE Cymru resources, available at www.sscecymru.co.uk and/or contact ssce@wlga.gov.uk to discuss their project/proposal.

It is also important to check eligibility by reading the full guidance documents for a grant, to ensure that time is not wasted submitting an application that isn't appropriate for that particular funding stream.

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Contributors: DCYP, 160 Infantry Brigade and HQ Wales, Armed Forces Education Trust, Welsh Government Education Team, Army Families Federation (AFF), Local Authority Regional Armed Forces Covenant Liaison Officers, Newport City Council, Brecon High School, Llantwit Major High School, Prendergast Primary School, Mount Street Infants School.

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Ministry of Defence (MoD) – Education Support Fund (ESF)

The purpose of the fund

The ESF is available to schools and Local authorities that can show clear evidence of how **exceptional mobility and/or deployment** is affecting either schools and/or its pupils.

Aim of ESF:

- To provide support for schools directly affected by exceptional **mobility** (including basing/rebasing activity) and/or **deployment** (parents away on operational tours, long exercises, training courses etc);
- To meet staffing and training needs due to unforeseen dips/increases in Service pupil numbers;
- To provide community support to help build relationships between schools, Local authorities and Services families;
- To provide educational resources linked to Service pupil intake;
- To provide funding for refurbishment of existing areas within the school (no capital works).

‘Cluster bids’ and are strongly encouraged.

2020 is the final ESF round, with £2m available across the UK. In previous years £6m was available for schools and Local authorities to apply for. Successful applications will show clear evidence of significant **mobility and/or deployment**. This means schools needs to show how, for example, a sudden increase in Service pupil numbers has created a significant resource burden – lack of funding, staff shortages etc, and has now placed pressure on the school and all pupils, including those from Service families.

Who is eligible

All maintained schools, sixth form colleges and Local authorities (on behalf of maintained schools) based in the **UK** that have Service children on roll.

Schools **MUST** be subject to exceptional **mobility** of Service children and/or have Service children whose parents are subject to **deployments** and the application must contain clear evidence of what the impact is.

Definitions:

- **Mobility** - the whole family moving from one location to another resulting in a change of school for the child.
- **Deployment** - Service Person being away from home, either on an operation (not exclusive to conflict zones) or a long term training exercise.

Link

<https://www.gov.uk/government/publications/mod-support-fund-for-schools-with-service-children-grant-application-pack>

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Contributors: DCYP, 160 Infantry Brigade and HQ Wales, Armed Forces Education Trust, Welsh Government Education Team, Army Families Federation (AFF), Local Authority Regional Armed Forces Covenant Liaison Officers, Newport City Council, Brecon High School, Llantwit Major High School, Prendergast Primary School, Mount Street Infants School.

Advice (by section)

General

- Read the **ESF guidance** document fully **before** and **after** writing your application to ensure you are focusing on relevant content
- **Use the scoring criteria** to guide what content to include in your application
- **Sustainability/creating a legacy and achieving value for money** will be key focuses of the panels when scoring the applications
- Talk about positive **direct** and **indirect** impacts
- Bids for the ESF can be for a range of projects, schemes and initiatives and must articulate:
 - How the effects of **mobility** and **deployment** will be addressed
 - Engagement with Service and civilian communities
 - Planned outcomes
 - Value for money
 - Sustainability.
- **Approach other schools** to discuss plans for your application – to look for advice and explore opportunities for cluster bids and examples of good practice
- Remember that funding for Service children should be in **addition to what their civilian peers benefit from** and not in lieu of it. Avoid submitting an application to fund work that the Local authority should be providing.

SECTION 1 – DETAILS OF APPLICANT

School/Local authority details and contact information

- Applicants are entitled to make **one individual bid each** and can also be included in a **joint cluster bid** with other schools; providing it is for a different initiative. If submitting a cluster bid – **all** schools involved should be included here.

School and Service children data

- This is an important opportunity to demonstrate how the **numbers of Service children fluctuates** in your school/Local authority – demonstrating mobility
- This is also an opportunity to show the **percentage of Service children** in your school/Local authority.

Previous funding success

- It is important that this information is **transparent and accurate** – it provides the funding panel with detail helping them to make a well-informed judgment on the needs and experience of your school/Local authority.

SECTION 2 – DETAILS OF THE BID

Bid summary

- This is the **most important part** of the bid – with only approximately 100 words
- Remember it is an **executive summary** – focus on key outcomes.

Financial information

Date created: July 2019

Contributors: DCYP, 160 Infantry Brigade and HQ Wales, Armed Forces Education Trust, Welsh Government Education Team, Army Families Federation (AFF), Local Authority Regional Armed Forces Covenant Liaison Officers, Newport City Council, Brecon High School, Llantwit Major High School, Prendergast Primary School, Mount Street Infants School.

- This is a good opportunity to provide a clear **breakdown of the costs** which will help the panels clearly understand what is included in the proposal
- Separate elements of the bid and cost them individually to enable the panels to be able to consider and easily identify **partial payments**.

Armed Forces Sponsor

- This should be a member of the **Armed Forces Community** that your school/Local authority has the most contact with
- They can provide **context on the Service community** in your location, including type of units, expected training and deployments, rebasing affects, and an understanding of issues faced by Service families
- If you currently don't have any contact with your Armed Forces community, it is recommended that you contact your Armed Forces Community Engagement Lead for your Local authority area (see [Annex 1](#)) or [Armed Forces Covenant Liaison Officer](#) to discuss the bid
- Build a **close working relationship** with your Armed Forces Sponsor so they are fully engaged with what you are doing and trying to achieve. Their support throughout your work with Service children is invaluable.

Effects of mobility and deployment and evidence of need for this funding

Your bid will be stronger if you can **evidence** some or all of the following:

- For details on the challenges Service children may face, please see www.sscecymru.co.uk
- That you are aware of the potential **challenges that Service children face** in your school/Local authority, along with how to support them – remember each Service child is unique and their experiences are different
- Demonstrate a **strong understanding** of challenges Service children face in education, including, but not limited to, the impact of **mobility** and **deployment** – provide specific **examples** where appropriate
- **Avoid assumptions** about the needs of Service children – focus on your experience of the children and families you support
- Include clear **evidence** of the impact of mobility in the school/Local authority – such as the number of Service children joining or leaving mid-year and provide examples of when/how this has had a negative impact on a Service child
- Include **examples** of when Service children have experienced difficulties due to their parent/s deployment
- Draw on **experience/examples of successful practice** in your school/s and schools in other areas
- Explain how you have **gained the views** of your Service children and families.

Partnership working

- Bids from groups of schools, referred to as '**Cluster bids**', are **strongly encouraged** as a joint application
- Cluster bids demonstrate and support **good practice, shared knowledge** and **value for money**
- **Detail any collaboration** with other schools in your area aimed at supporting your school's service children
- List any **organisations** the school/Local authority is already working with, or plans to work with, in order to understand the needs of Service children and identify the best way to support them. Organisations could include;
 - Local Armed Forces welfare service
 - Armed Forces charities (Naval Families Federation, RAF Families Federation, Army Families Federation, SSAFA, Royal British Legion)
 - Local Authority Armed Forces Forum
 - MoD parents' associations

Date created: July 2019

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- Education providers
- SSCE Cymru.

Measuring success

- **Design your monitoring** first then build your activity from this
- Focus on a specific **evidenced need** that you can measure
- Use a mix of measures but ensure **quantitative** measures are included
- Include Specific, Measurable, Attainable, Relevant and Timely (**SMART**) **targets** related to either sustaining or mainstreaming the activity
- Remember, you are part of a larger project that seeks to **better understand the needs of Service children** and what works to support them – monitoring is therefore essential for those who follow you
- **Examples of success** could include;
 - Improved academic results
 - Pupil engagement
 - Uptake of tutoring
 - Wellbeing results
 - Positive feedback from pupil ambassadors and the MoD community.
- **Examples of how to measure** the impact of the project could include;
 - Monitoring of key academic performance indicators against Local Authority and Welsh expectations (eg literacy, numeracy, attendance, end of key stage)
 - Monitoring records of behaviour
 - Comparing target grades/level results
 - Service children surveys at the start and the end of the project.

SECTION 3 – SUSTAINABILITY

- Explain what **legacy** the project will leave behind
- Ensure a **realistic sustainability plan** is described within the application – including sources of ongoing funding (where necessary), resources and succession planning
- Identify ways of **embedding practice** in school and the Local authority
- Include an explanation of how **upskilling staff** could have a long term benefit
- Detail any **other funding streams** the school/Local authority has applied for, to continue the work.

Examples of previous success in Wales

Primary school in the Isle of Anglesey with 38 Service children

- ELSA Training Course and starter pack
- Talk About Training /Training Materials for all staff
- Talk About Materials
- Boxall Profile online tool (boxallprofile.org) Test behaviour trends.

Newport City Council and Monmouthshire County Council supporting 56 schools

- HMF Education Support Officer – salary and on costs
- Publicity, training /promotional materials & awareness raising events for families and schools

Date created: July 2019

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- Bought in expertise to provide well-being support e.g. counselling / educational psychology support for individuals where required.

Impact: “Our local health board has become the first in the UK to offer priority access to NHS Mental Health services for service children with Mental Health issues in the same way as they do for Armed Forces veterans where their conditions (mental and/or physical) are likely related to or resulting from their military service. Where there was no real understanding of the numbers of Service children in our schools, we now have an increasingly comprehensive picture, schools are beginning to record Service children on SIMS, have increased awareness of potential challenges and wish to become more Armed Forces friendly.”

Comprehensive school in Pembrokeshire with four Service children

- Part-time Physical Literacy Officer
- Training costs.

High school in Powys with 36 Service children

- Employ Forces Families Support Officer
- Training course – mental health and wellbeing courses
- Lunch club and cooking with Army Welfare Service
- Resources – study books
- MPCT.

Primary school in Rhondda Cynon Taff with one Service child

- LSA.

Impact: “Our pupil benefits from additional support with reading and literacy and is now able to build an increasing number of words and can read simple texts.”

Timeline

For the 2019/20 funding round:

- **1200hrs on 30th September 2019** – application deadline
- October 2019 – regional panel convenes
- November 2019 – UK panel convenes
- January 2020 – applicants will be informed of the outcome of their application
- By 5th April 2020 – payments will be made
- April 2021 – funding should be spent
- April 2021 – successful applicants will be asked to complete an audit.

Contact details

Queries and/or **completed application forms** should be sent to DCYP-MOD-ESF-Mailbox@mod.gov.uk.

Date created: July 2019

Contributors: DCYP, 160 Infantry Brigade and HQ Wales, Armed Forces Education Trust, Welsh Government Education Team, Army Families Federation (AFF), Local Authority Regional Armed Forces Covenant Liaison Officers, Newport City Council, Brecon High School, Llantwit Major High School, Prendergast Primary School, Mount Street Infants School.

Supporting Service Children in Education – Wales Fund

The purpose of the fund

A Welsh Government fund of **£250,000** for the **2019/20 academic year**. Managed and administered by the Supporting Service Children in Education (SSCE) Cymru project based at the Welsh Local Government Association (WLGA).

Seeking bids that will equip Service children with the skills to cope with the **challenges relating to an Armed Forces lifestyle** both now and throughout their schooling. Applications that show **long term impact** and **exchange of knowledge** between school staff and groups of schools will be particularly welcome. Schools are encouraged to submit **clusters bids**, to enable the sharing of resources and skills across local schools.

The application needs to:

- Show what the project **plans** to do
- Show how it helps **overcome the challenge** of an Armed Forces lifestyle
- Be **evidence** based
- Show **value for money**
- Prove **engagement** with the Service community
- Identify any **long term benefits**.

Who is eligible

Schools in **Wales** that have at least one Service child.

The **definition of a Service child**, for the purpose of this fund, is:

- A child who has one or both parents currently serving in the armed forces
- A child whose parent/s are currently serving as Reservists, **or**
- A child whose parent/s have transitioned out of Armed Forces within the last 18 months.

Applications can be accepted from:

- Maintained Schools
- 6th form colleges
- Groups of any schools - 'Cluster bids' are strongly encouraged
- Local authorities on behalf of the publicly funded schools in their area.

If applying as a cluster, an individual school can also submit their own separate bid, provided it is for a different initiative (double bidding on a single project is not permitted).

The applicant must provide **evidence** that schools face specific challenges because of the impact of an Armed Forces lifestyle on Service children.

Link

Date created: July 2019

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<https://ssecymru.co.uk/funding>

Advice (by section)

General

- Read the **Supporting Service Children in Education – Wales Fund instructions and guidance** document fully **before** and **after** writing your application to ensure you are focusing on relevant content
- **Sustainability/creating a legacy and achieving value for money** will be key focuses of the panels when scoring the applications
- Talk about positive **direct** and **indirect** impacts
- **Approach other schools** to discuss plans for your application – to look for advice and explore opportunities for cluster bids and examples of good practice
- Consider **applying for both** ESF and SSCEWF – identify this in the application
- Remember that funding for Service children should be in **addition to what their civilian peers benefit from** and not in lieu of it. Avoid submitting an application to fund work that the Local authority should be providing.

SECTION 1 – ADMINISTRATION

School/Local authority details and contact information

- Applicants are entitled to make **one individual bid each** and can also be included in a **joint cluster bid** with other schools; providing it is for a different initiative. If submitting a cluster bid – **all** schools involved should be included here.

School and Service children data

- This is an important opportunity to demonstrate how the **numbers of Service children fluctuates** in your school/Local authority – demonstrating mobility
- This is also an opportunity to show the **percentage of Service children** in your school/Local authority.

Previous funding success

- It is important that this information is **transparent and accurate** – it provides the funding panel with detail helping them to make a well-informed judgment on the needs and experience of your school/Local authority.

Armed Forces person supporting comments

- This should be a member of the **Armed Forces Community** that your school/Local authority has the most contact with
- They can provide **context on the Service community** in your location, including type of units, expected training and deployments, rebasing affects, and an understanding of issues faced by Service families
- If you currently don't have any contact with your Armed Forces community, it is recommended that you contact your Armed Forces Community Engagement Lead for your Local authority area (see [Annex 1](#)) or [Armed Forces Covenant Liaison Officer](#) to discuss the bid
- Build a **close working relationship** with the Armed Forces person who is providing supporting comments, so that they are fully engaged with what you are doing and trying to achieve. Their support throughout your work with Service children is invaluable
- Note: this is an **optional** section that will strengthen your application but is not essential.

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SECTION 2 – DETAILS OF THE BID

Bid summary

- This is the **most important part** of the bid – with only approximately 100 words
- Remember it is an **executive summary** – focus on key outcomes.

Breakdown of bid and costs

- This is a good opportunity to provide a clear **breakdown of the items** associated with this project and the associated costs, which will help the panel clearly understand what is included in the proposal
- Put the items of the bid in **priority order**
- Separate elements of the bid and cost them individually to enable the panels to be able to consider and easily identify **partial payments**
- Remember that bids will be scrutinised to ensure they show **value for money**.

What and why

Your bid will be stronger if you can **evidence** some or all of the following:

- An awareness of the potential **challenges that Service children face** in your school/Local authority, along with how to support them – remember each Service child is unique and their experiences are different
- For details on the challenges Service children may face, please see www.sscecymru.co.uk
- Demonstrate a **strong understanding** of challenges Service children face in education, including, but not limited to, the impact of **mobility** and **deployment** – providing specific **examples** where appropriate
- **Avoid assumptions** about the needs of Service children – focus on your experience of the children and families you support
- Draw on **experience/examples of successful practice** in your school/s and schools in other areas
- Explain how you have **gained the views** of your Service children and families.

Working with

- Bids from groups of schools, referred to as '**Cluster bids**', are **strongly encouraged** as a joint application
- Cluster bids demonstrate and support **good practice, shared knowledge** and **value for money**
- **Detail any collaboration** with other schools in your area aimed at supporting your service children
- List any **organisations** the school/Local authority is already working with, or plans to work with, in order to understand the needs of Service children and identify the best way to support them. Organisations could include;
 - Local Armed Forces welfare service
 - Armed Forces charities (Naval Families Federation, RAF Families Federation, Army Families Federation, SSAFA, Royal British Legion)
 - Local authority Armed Forces Forum
 - MoD parents' associations
 - Education providers
 - SSCE Cymru.

SECTION 3 – SUCCESS AND SUATINABILITY

Success

Date created: July 2019

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- **Design your monitoring** first then build your activity from this
- Focus on a specific **evidenced need** that you can measure
- Use a mix of measures but ensure **quantitative** measures are included
- Include Specific, Measurable, Attainable, Relevant and Timely (**SMART**) **targets** related to sustaining and mainstreaming the activity
- Remember, you are part of a larger project that seeks to **better understand the needs of Service children** and what works to support them – monitoring is essential for those who follow you
- **Examples of success** could include;
 - Improved academic results
 - Pupil engagement
 - Uptake of tutoring
 - Wellbeing results
 - Positive feedback from pupil ambassadors and the Armed Forces MoD community.
- **Examples of how to measure** the impact of the project could include;
 - Monitoring of key academic performance indicators against Local Authority and Welsh expectations (eg literacy, numeracy, attendance, end of key stage)
 - Monitoring records of behaviour
 - Comparing target grades/level results
 - Service children surveys at the start and the end of the project.

Priorities

- Identifying the **priorities** of the project – so that the panel can easily identify where to prioritise funding if **partial funding** seems appropriate for this project.

Sustainability (value for money and long term benefit)

- Explain what **legacy** the project will leave behind
- Ensure a **realistic sustainability plan** is described within the application – including sources of ongoing funding (where necessary), resources and succession planning
- Identify ways of **imbedding practice** in school and Local authority
- Include an explanation of how **up skilling staff** would have a long-term benefit
- Detail any **other funding streams** the school/Local authority has applied for, to continue the work.

Examples of previous success

Infants school in Powys with 46 Service children - £15,097

- Employ a Nepali speaking Teaching Assistant for 25 hours per week.

Cluster of three schools in Pembrokeshire with 33 Service children – £11,400

- Growth mindset training, 10 days
- Mindful coaching for children
- One after school club.

Comprehensive school in Flintshire with six Service children - £7,500

- Member of staff to attend the nurture group training programme

Date created: July 2019

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- Training cost for staff member to attend course on attachment difficulties
- Increase number of hours for a staff member to run nurture sessions on regular bases
- Deliver "catch up sessions" for literacy and maths for pupils who are from service families.

Cluster of six schools in The Vale of Glamorgan with 235 Service children - £47,360

- Secondary LSA support (£20,680)
- Primary LSA support
- Extending nurture group provision.

Cluster of four primary schools in Monmouthshire with 10 Service children – £7,724

- AIM Level 2 Counselling course fees
- Two days a week supply cover for LSA to support Service children in four schools
- ELSA training fees.

Primary School in The Vale of Glamorgan with four Service children – £695

- ELSA hour per week. LSA grade F additional 38 hours. Named member of staff for pupils. Leading nurture 'Cwtch' well-being activities (incl creating e-Blueys or Intouch mail).

Primary school in Caerphilly with four Service children – £2,977

- Thrive Practitioner Course
- In-school language support – cost of 1:1 support for ½ hour per child per week.

Timeline

For the 2019/20 round:

- **30th September 2019** – application deadline
- October 2019 –panel convenes
- End of October 2019 – applicants will be informed of the outcome of their application
- 14th November – schools/local authority to return completed bank details form
- End of December 2019 – payments will be made
- December 2020 – successful applicants will be asked to complete an audit.

Contact details

Further queries and completed application forms should be sent to ssce@wlga.gov.uk.

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Armed Forces Covenant Fund – Local Grants

The purpose of the fund

The Armed Forces Covenant is a promise from the nation that those who serve or have served, and their families, are treated fairly.

The Armed Forces Covenant Fund supports this promise by providing **local grants (under £20,000)** to enable projects across the UK to either:

- Help integrate Armed Forces and civilian communities across the UK, **and/or**
- Deliver valuable local services to the Armed Forces Community.

The main criteria for assessing Local Grants are:

- How well the project addresses the priority and how it meets these specific requirements
- Evidence of the need for the project
- Engagement, partnership working and collaboration
- How well the project is likely to be delivered
- To what extent the project represents value for money
- To what extent there is confidence that the project will have lasting impact, delivering changes that last beyond the funding period.

Who is eligible

- Registered charities (including community interest companies)
- **Schools**
- Local authorities
- Statutory organisations
- Armed Forces units with a UIN.

This is not a general fund for organisations to support their core activities simply by adding members of the Armed Forces community to their beneficiary group in order to apply for funding. Applicants are expected to have experience and a track record of working with the Armed Forces, as well as a real understanding of the issues facing their local community.

Links

www.covenantfund.org.uk

<https://www.covenantfund.org.uk/local-grants-and-digital-development-programme/>

Advice (by section)

Date created: July 2019

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General

- Read the guidance notes fully **before** and **after** writing your application to ensure you are focusing on relevant content
- Consider the **local need, suggest a solution, consult the local covenant partnership, plan the activity, submit the completed the application**
- See the Armed Forces Covenant Fund Trust website for [case studies](#) and the Covenant Wales website for [local examples](#)
- Fill in the application form **off-line** and copy your answers into the on-line application when ready to submit
- Be aware of the **word limit** for each section
- **Avoid business as usual** and show innovation/what the unique selling point of the application is.

Application details (questions 1-5c)

- Ensure ideas match the **criteria** for the grant
- Demonstrate a real **commitment** from the school to **engage with the Armed Forces community**
- If you have a **local link** to the Armed Forces, detail what that looks like
- Tell us about how the project will contribute to the **commitment of the Armed Forces covenant**
- If you have **Service children** at your school, indicate this here.

Evidence of need for this project and who has been consulted (questions 5d-5e)

- Evidence that you have spoken to all the relevant **people/stakeholders** - in order to show **collaborative working** and avoid duplication. This also shows you have an **understanding** of what is really needed in the **local area**.
- Examples of who **could** be consulted include;
 - Armed Forces
 - [Supporting Service Children in Education \(SSCE\) Cymru](#)
 - [Region Armed Forces Covenant Liaison Officers \(AFLOs\)](#)
 - Royal British Legion
 - Armed Forces charities
 - Armed Forces Families Federations
 - Army Welfare Service
 - Veterans Gateway.

Priority and activity (questions 6a-6b)

- Projects must help **integrate Armed Forces and civilian communities** across the UK, **and/or deliver valuable local services** to the Armed Forces Community.
- Be **creative/innovative** with project ideas
- Be **clear** about what the **project plans** to achieve
- Provide **examples** of how you have **identified the need**
- Be certain that the project **promotes the positive aspects of the Armed Forces**.

Community Integration/Local Service Delivery (question 7a)

- See the Armed Forces Covenant Fund Trust website for [case studies](#).

Date created: July 2019

Contributors: DCYP, 160 Infantry Brigade and HQ Wales, Armed Forces Education Trust, Welsh Government Education Team, Army Families Federation (AFF), Local Authority Regional Armed Forces Covenant Liaison Officers, Newport City Council, Brecon High School, Llantwit Major High School, Prendergast Primary School, Mount Street Infants School.

Measuring success and sustainability (question 7b-7c)

- **Measure** success against the **intended outcomes** of the project
- Use **qualitative** and **quantitative** data if possible.

Partnership working (question 8)

- Detail **collaboration** with other organisations in your area aimed at supporting your Service community.

Project timescale and location (questions 11a-11c)

- Project should be **started** within 12 months of accepting the grant offer.

Financial information (questions 12a-13b)

- **Breakdown the cost** as much as possible to show it has been properly calculated and is not just a nice round number
- There is no requirement for any kind of **'match' funding**, or any other income but if the project is costing more than you are applying for, it is important to detail how you will be making up the difference and how certain you are that this planned income will be available.

Local Covenant Partnership (questions 14a-14e)

- All applicants must work closely with their **Local Covenant Partnerships** to ensure that their project is **connected locally, responds to recognized need and does not duplicate other provision**
- Ensure that you contact your Local Covenant Partnership (usually coordinated by your Local authority) at least **two clear weeks** before the deadline for the application you are aiming for as it takes time to gather together the opinions of the partnership. This will also give you time to make any amends to your application, based on any **suggestions/recommendations from the partnership**.
- Work with your regional [Armed Forces Covenant Liaison Officer](#) to **develop the initial idea** with planning of delivery and resources and costs. See below for contact details.

Examples of previous success in Wales

Mount Street Nursery and Infant School (Powys) - £10,600

- Community Outdoor classroom in the grounds of the school. The school is committed to Outdoor learning and significant funds have been spent on developing the grounds and training staff to provide high quality learning experiences for pupils.

St Giles Primary (Wrexham) - £11,700

- Run a Prince William Award programme. Led by Ex-Service personnel, the programme will help build the confidence and self-esteem of pupils, including Service children, developing their co-operation, communication, problem-solving and teamworking skills, and, above all, their resilience to cope in the face of challenges.

Ysgol Maes Garmon (Flintshire) - £19,100

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- Establish a year-long programme of activities, dedicated to the achieving the principles of the Armed Forces Covenant, and in doing so will embed the AFC in the ethos of the school, its pupils, staff and wider community. The project includes work with teachers, pupils and the wider community.

Crickhowell High School (Powys) - £20,000

- Boosting the Wellbeing of service children - the project will provide specialist support for Service children and their families to improve their wellbeing and overcome the unique pressures they face.

Timeline

Applications are accepted **all year**, with the panel/s reviewing the applications four times a year.

- Applications are submitted
- All Wales regional panel convenes to review if the project fits with local need and provides recommendations to the Covenant Trust board
- Decisions are made by the Armed Forces Covenant Fund Trust board
- Applicants are informed of the outcome of their application
- Within four weeks – successful applicants accept the grant offer
- Payment is made in full
- Within 12 months – activities included in the application are started.

Application deadlines (2019)	Informed of outcome by...
09:00 9 th September	End of November 2019
09:00 2 nd December	End of February 2020

Contact details

For more information contact enquiries@covenantfund.org.uk

For support from the coordinators of the regional panel in **Wales** contact:

SO2 Andrew Williams: andrew.williams935@mod.gov.uk, 01874 613202

SO3 Claire Phillips: claire.phillips458@mod.gov.uk, 01874 613131

Regional Armed Forces Covenant Liaison Officers (AFLOs):

- Isle of Anglesey, Gwynedd, Conwy, Denbighshire, Flintshire, Wrexham - Stephen.Townley@wrexham.gov.uk, Janette.Williams@wrexham.gov.uk
- Cardiff, Merthyr Tydfil, Rhondda Cynon Taff, Vale of Glamorgan - Jeff.Maddison@rctcbc.gov.uk
- Bridgend, Neath Port Talbot, Swansea - g.c.halfpenny@npt.gov.uk (Grace)
- Carmarthenshire, Ceredigion and Pembrokeshire - JCWatt@carmarthenshire.gov.uk (Jane Watt)
- Blaenau-Gwent, Caerphilly, Monmouthshire, Newport and Torfaen - rawlil@caerphilly.gov.uk (Lisa Rawlings).

Date created: July 2019

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Armed Forces Education Trust

The purpose of the fund

The Armed Forces Education Trust is a grant giving charity that provides support to current service and former Service children for the purposes of education.

Aims:

- To help fund the education of the children of service men and women who have been disadvantaged by their parents' service
- To ensure children do not miss out because of their parents' service, regardless of age, ability, parental rank or past or current service
- To provide schools with funding for additional resources to support the education of children whose parents serve or have served in our Armed Forces.

Two types of funding are available to schools:

Collective grants – are awarded to an education provider (normally a school or education authority) to help provide educational support for Service children. Such support is likely to include a specific educational intervention as a result of which the improved educational outcomes of the service children can be demonstrated.

Collaborative grants – are awarded to state schools for the support of a single child in cases where a child has been disadvantaged by their parents' service and needs extra support eg when restarting an Education Health and Care Plan (EHCP) process due to posting. The parents will need to complete an application in conjunction with the school and it would be means tested.

Who is eligible

Collective funding

Applicants must meet **all three** of the following criteria:

1. A registered charity or not for profit organisation
2. The proposal meets the Trust's Aims
3. Demonstrate a direct measurable link between the proposed activities and improved educational outcome of the service children you are aiming to help.

The Trust recognises that schools with small number of service pupils may be equally in need of support as those with large numbers.

Collaborative funding

Schools and parents who identify a need for an **individual child** who has been **disadvantaged** by their parent's service.

Link

Date created: July 2019

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<https://armedforceseducation.org/collective-grants/>

Advice for Collective grants (by section)

General

- Read the **guidance notes** fully **before** and **after** writing your application to ensure understand the terminology in application
- Consider the committees **key considerations**:
 - The **NEED** for the activities/project
 - What will be the **IMPACT** of the proposed activities?
 - **ORGANISATIONAL CAPACITY**
 - Does the requested grant represent **VALUE for money**?
 - **GOVERNANCE**
 - **SUSTAINABILITY** and creating a **LEGACY**.
- **Supporting documents** can be emailed to the Trust
- **Cluster bids** from groups of schools are strongly encouraged
- Remember that funding for Service children should be in **addition to what their civilian peers benefit from** and not in lieu of it. Avoid submitting an application to fund work that the Local authority should be providing.

2. YOUR GRANT REQUEST

Finance information (questions 2.1-2.2)

- This is a good opportunity to provide a clear **breakdown of the costs** which will help the panels clearly understand what is included in the proposal, included
- Separate any parts of the bid and cost them individually to enable the panels to easily identify **partial payments**.

Evidence of need for this funding and how it will be address (questions 2.3-2.5)

- Explanation of how you have **identified the need**
- Explain how you have **gained the views** of Service children and families.

Other grant success (question 2.6)

- It is important that the information provided is both **transparent and accurate** – it provides the trustees with detail helping them to make a well-informed judgment on the needs and experience of your school/Local authority.

Alternatives (question 2.7)

- Outline **priorities** and **alternative options** should only partial funding be available.

3. OUTCOMES

Success and impact (questions 3.1-3.2)

- **Design your monitoring** first then build your activity from this
- Focus on a specific **evidenced need** that you can measure
- Use a mix of measures but ensure **quantitative** is one of them

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- Include Specific, Measurable, Attainable, Relevant and Timely (**SMART**) targets related to mainstreaming and sustaining the activity
- Remember, you are part of a larger project that seeks to **better understand the needs of Service children** and what works to support them – monitoring is essential for those who follow you
- **Examples of success** could include;
 - Improved academic results
 - Pupil engagement
 - Uptake of tutoring
 - Wellbeing results
 - Positive feedback from pupil ambassadors and the Armed Forces community.
- **Examples of how to measure** the impact of the project could include;
 - Monitoring of key academic performance indicators against Local Authority and Welsh expectations (eg literacy, numeracy, attendance, end of key stage)
 - Monitoring behaviour records
 - Comparing target grades/level results
 - Service children surveys at the start and the end of the project.

4. ORGANISATION CAPACITY

Previous success (questions 4.1-4.2)

- Considered the needs of **other local schools** and the possibility of a cluster bid.

Delivery details (questions 4.3-4.4)

- **Explain** how the **objectives** of the project will be met
- Detail how the project will be **managed**
- Bids from groups of schools, referred to as '**Cluster bids**', are **strongly encouraged** as a joint application
- Cluster bids demonstrate and support **good practice, shared knowledge** and **value for money**
- **Detail any collaboration** with other schools in your area aimed at supporting your service children
- List any **organisations** the school/Local authority is already working with, or plans to work with, in order to understand the needs of Service children and identify the best way to support them.

6. BENEFICIARIES (questions 6.1-6.4)

- For details on the challenges Service children may face, please see www.sseccymru.co.uk
- Be aware of the potential **challenges that Service children face** in your school/Local authority, along with how to support them – be wary of generalisations, remember that each Service child is unique and their experiences are different
- Demonstrate a **strong understanding** of challenges Service children face in education, including, but not limited to, the impact of **mobility** and **deployment** – provide specific **examples** where appropriate
- **Avoid assumptions** about the needs of Service children – focus on your experience of the children and families you support
- This is an important opportunity to show the **percentage of Service children** in your school/Local authority.

7. FINANCIAL DETAILS

Finance from other sources (questions 7.1-7.3)

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- Detail any **other funding streams** the school/Local authority has applied for
- Explain how a **shortfall** in funding could be overcome.

Sustainability (question 7.4)

- Explain what **legacy** the project will leave behind
- Ensure a **realistic sustainability plan** is described within the application – including sources of ongoing funding (where necessary), resources and succession planning
- Identify ways of **imbedding practice** in school and Local authority
- Include an explanation of how **up skilling staff** would have a long term benefit.

Examples of previous success

Collective grants

<https://armedforceseducation.org/collective-grants/>

Numbers Count Project in school in Wiltshire

The Trust fund two intervention practitioners, that:

- Lead training for teachers
- Run small group sessions to focus on bringing Service children's numeracy skills up the required standard and plugging any gaps in learning.

Impact: This project has proven to be highly successful in supporting Service children and helping them with the continuity in education that they need given their mobility.

Service Pupil Champions in schools in North Yorkshire

The Trust funded two Service Pupil Champions to undertake training in Emotional First Aid (EFA) and a Train the trainer course, with the aim of cascading the learning across the county.

Impact: The Champions raise awareness of Service children needs through staff Continuing Professional Development (CPD) and provide a link between the Armed Forces and school partners. The Champions also provide early intervention and signposting to other services. The Champion's EFA training has led to delivering Anxiety Workshops for Service children and parents, the benefits of which have been significant, and the long-term impact is already being seen.

Collaborative grants

A Service child with behavioural issues had been disadvantaged due to his family had not been anywhere long enough to have an NHS assessment. They returned early from Cyprus for this purpose and the Service child joined the reception year where he needed extra support until he was awarded an Education Health and Care Plan (EHCP). The Trust were able to help the school to fund a key adult to support the Service child, making his transition into school a successful one.

Timeline

Date created: July 2019

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The main application deadline for **Collective grants** is **15th May** for June decisions. However, the Trust are happy to discuss applications throughout the year (eg. to tie in with applications to other funding streams, or where a need arises).

- Contact the Trust to **check eligibility** <https://armedforceseducation.org/collective-grants/>
- Within three working days – the Trust will contact applicants to discuss their enquiry and **send the application form**, if the applicant is deemed appropriate
- **Submit the application** to admin@armedforceseducation.org and attach any supporting documents
- **Decisions** are made by the Trustees
- Within eight weeks – **applicants are informed** of the outcome of their application
- Within two months of the end of the grant period – complete the **post grant report**.

Contact details

Queries and/or **completed application forms** should be sent to admin@armedforceseducation.org.

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Other funding streams

Grants4Schools

Details of other Grants, that aren't specifically aimed at supporting the Armed Forces community, can be identified through Grants4Schools.

<https://www.grants4schools.info/>

The Grants4Schools website includes:

- Funding news
- Funding case studies
- Free newsletter
- Grant search tool (£ for full access)
- Grant find map (£)
- Comprehensive guide to grants in the UK (£)
- Writing successful grant applications pocket guide (£)
- Details of funding workshops (£).

Welsh Government – Pupil Development Grant (PDG) access

Eligible learners can access for this grant of £125, to buy school uniform, equipment, sports kit and kit for activities.

<https://gov.wales/pupil-development-grant-access>

<https://gov.wales/free-school-meals-frequently-asked-questions>

The Royal British Legion – Children's Welfare Scheme

Offers grants to eligible families and single parents towards the cost of essential items required by their children. Small grants are awarded for items such as winter clothing, bedroom furniture and school uniform. They also provide payment for children's clubs such as Guides and Scouts as well as essential school trips.

<http://www.rblws.org.uk/how-we-help/children-s-welfare-scheme>

Armed Forces Covenant Fund – Removing Family Barriers

Date created: July 2019

Contributors: DCYP, 160 Infantry Brigade and HQ Wales, Armed Forces Education Trust, Welsh Government Education Team, Army Families Federation (AFF), Local Authority Regional Armed Forces Covenant Liaison Officers, Newport City Council, Brecon High School, Llantwit Major High School, Prendergast Primary School, Mount Street Infants School.

This programme is about supporting Armed Forces Families facing challenges. Large grants will help to address substantial challenges; providing funding for transformative ideas. Medium grants will support projects that make a proven difference to Armed Forces Families and will support existing work. There is an overall budget of £7.5 million.

There are three key groups that the fund would like to support:

- Young People from Armed Forces Families
- Families and Carers of Veterans
- Serving Families.

This programme will award grants to Armed Forces Charities, CICs (Community Interest Companies) or Armed Forces Units working with Armed Forces Families. Therefore, schools/Local authorities would need to link with one of those organisations to be eligible for this grant.

<https://www.covenantfund.org.uk/removing-barriers-to-family-life/>

Royal Naval Benevolent Trust (RNBT)

RNBT gives help, in cases of need, to serving and former Royal Naval ratings and Royal Marines other ranks, which includes Reservists; they are known as Primary Beneficiaries. They also help their partners, children and some others connected with them. Beneficiaries are known collectively as The RNBT Family.

Their main business is making grants – financial assistance – to help members of The RNBT Family in difficulty. This includes grants paid directly to families, as well as grants for organisations and charities that directly support members of The RNBT Family.

One of the [Categories of Need](#) listed on the RNBT website is education.

<http://www.rnbt.org.uk/>

Royal Air Force Benevolent Fund (RAFBF)

RAF's leading welfare charity with a proud tradition of looking after its own. They offer support to all serving and former members of the RAF as well as their partners and dependent children.

The RAFBF External Grants programme supports the costs of activities and services that deliver at least one of their nine Welfare Outcomes.

1. Increased financial means
2. Increased mobility
3. Increased ability to live at home safely for longer
4. Improved home environment
5. Improved employment prospects
6. Increased engagement in vocational activities
7. Improved relationships with others
8. Reduced social isolation or loneliness
9. Improved mental and physical wellbeing.

Date created: July 2019

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These Welfare Outcomes demonstrate the changes required to deliver the impact they hope will have **to enable all within the RAF Family to live with dignity, purpose and peace of mind.**

<https://www.rafbf.org/>

Army Benevolent Fund (ABF) The Soldiers' Charity

The national charity of the British Army, providing a lifetime of support to soldiers, veterans and their immediate families when they are in need.

Grants to Charities and Organisation – is a well-established and substantial grants programme of support to charities and organisations that provide lifetime support to soldiers, veterans and their immediate families. ABF will normally fund up to 100 charities in a given year which deliver support on behalf of the Army and AFB The Soldiers' Charity.

<https://soldierscharity.org/>

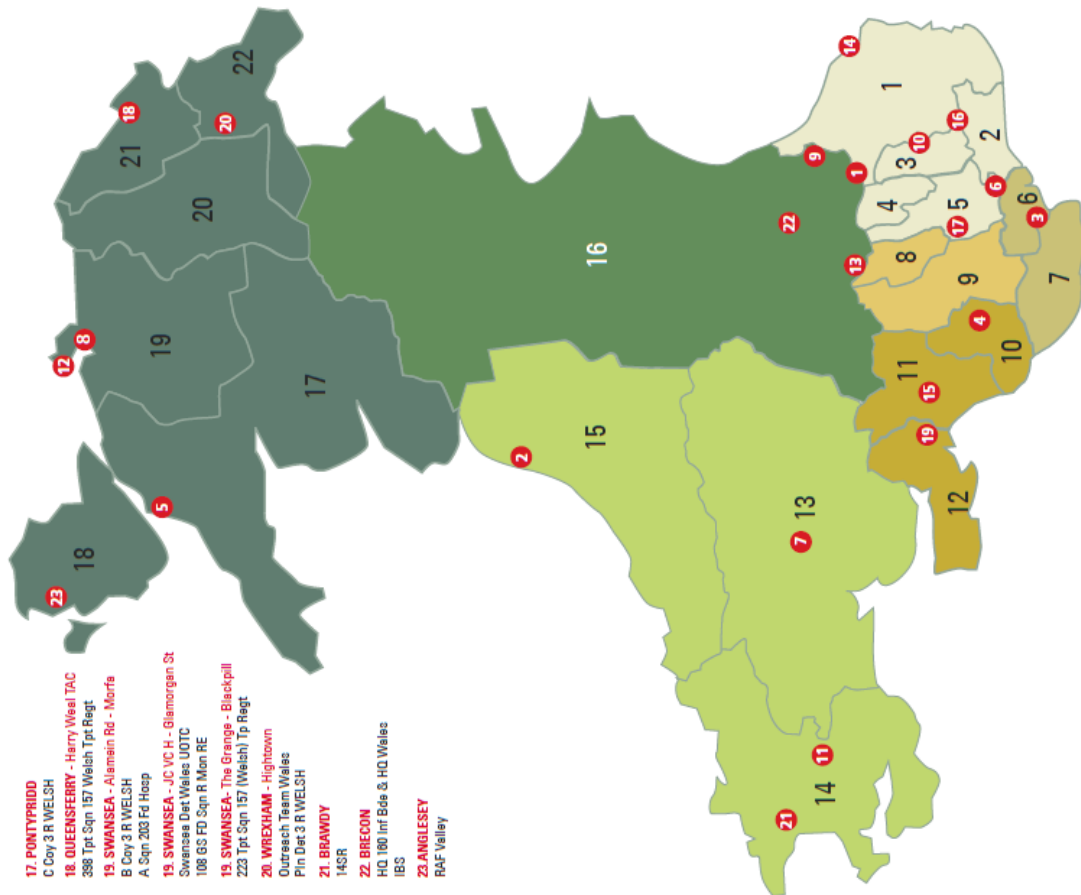
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Annex 1

CETF Matrix

- 1. ABERTILLERY - Cwm Cottage**
HQ 211 Bty 104 Regt RA
D Tp 211 Bty 104 Regt RA
- 2. ABERYSTWYTH**
PIB Coy R WELSH
Aberystwyth Det Wales UOTC
- 3. BARRY**
HMS Cambria
- 4. BRIDGENO - Llocheards Cross**
Tp 580 Tpt Sqn 157 (Welsh) Tpt Regt
LAD REME 157 (Welsh) Tpt Regt
100 Fd Coy 105 Bn REME
- 5. CAERNARFON**
PI D Coy 3 R WELSH
Bangor Det
- 6. CARDIFF - Llandeff North - Gabafla**
RHQ / HQ Sqn 203 Fd Hosp
- 6. CARDIFF - Maindy**
RHQ and HQ Coy 3 R WELSH
RHQ 157 (Welsh) Tpt Regt
248 HQ Sqn 157 (Welsh) Tpt Regt
580 Tpt Sqn (-) 157 (Welsh) Tpt Regt
RHQ Wales UOTC and Cardiff Det
RHQ 006 / RHQ R WELSH / RHQ WG
- 6. CARDIFF - Ty Llewellyn**
C Tp 211 Bty 104 Regt RA
53 Sig Sqn 38 Sig Regt
614 Sqn R Aux AF
- 7. CARMARTHEN**
224 Tpt Sqn 157 (Welsh) Tpt Regt
Det 100 Fd Coy 105 Bn REME
- 8. COLWYN BAY**
D Coy 3 R WELSH
C Sqn 203 Fd Hosp
- 9. CRICKHOWELL - Cwrt-y-Solien**
B Sqn 203 Fd Hosp
- 10. CWMBRAN - Chapman VC House**
100 Fd Sqn R Mon RE
LAD REME R Mon RE
- 11. HAVENFORDWEST - DALTON VC**
Det 224 Tpt Sqn 157 (Welsh) Tpt Regt
- 12. LLANDUDNO**
C Sqn 203 Fd Hosp
- 13. MERTHYR TYDFIL**
Pin Det 3 R WELSH
- 14. MONMOUTH - The Castle**
RHQR Mon RE
- 15. NEATH**
Pin Det 3 R WELSH
- 16. NEWPORT - Raglan Barracks**
RHQ 104 Regt RA
217 Bty RA
3 R WELSH Band
- 17. PONTYPRIDD**
C Coy 3 R WELSH
- 18. QUEENSFERRY - Harry Wial TAC**
388 Tpt Sqn 157 Welsh Tpt Regt
- 19. SWANSEA - Almain Rd - Morris**
B Coy 3 R WELSH
A Sqn 203 Fd Hosp
- 19. SWANSEA - JC VC H - Glamorgan St**
Swansea Det Wales UOTC
108 GS Fd Sqn R Mon RE
- 19. SWANSEA - The Grange - Blaekpill**
223 Tpt Sqn 157 (Welsh) Tpt Regt
- 20. WREXHAM - Hightown**
Outreach Team Wales
Pin Det 3 R WELSH
- 21. BRANWY**
14SR
- 22. BRECON**
HQ 180 Inf Bde & HQ Wales
IBS
- 23. ANGLESEY**
RAF Valley



Ser	Unitary Authority	CETF	Regional Covenant Partnership
1	Monmouthshire	R Mon RE	
2	Newport	104 RA	Gwent / Aneurin Bevan
3	Torfaen	104 RA	
4	Blaenau Gwent	104 RA	
5	Caerphilly	203 (W) Fd Hosp	
6	Cardiff	HMS Cambria 3 R Welsh	Cardiff and the Vale
7	Vale of Glamorgan	HMS Cambria MOD St Athan	
8	Merthyr Tydfil	3 R Welsh	Cwm Taff
9	Rhondda Cynon Taff	3 R Welsh	
10	Bridgend	101 Bn REME	Western Bay
11	Neath Port Talbot	157 RLC	Abertawe Bro Morgannwg
12	Swansea	157 RLC	
13	Cardarshshire	157 RLC	West Wales
14	Pembrokeshire	14 Signal Regt	Hywel Dda
15	Ceredigion	3 R Welsh	
16	Powys	IBS	Powys
17	Gwynedd	RAF Valley JSATI	
18	Isle of Anglesey	RAF Valley	North Wales
19	Conwy	3 R Welsh	Betsi Cadwaladr
20	Denbighshire	157 RLC	
21	Ffintshire	157 RLC	
22	Wrexham	3 R Welsh	

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