

# Sussex Learning Network: Uni Connect Programme

## Emergency Learning at Home Outreach Fund

### Guidance Note

#### Who can apply?

If you meet the following criteria, we would welcome an application for this fund:

- You are a community organisation<sup>1</sup> supporting families or individuals struggling to engage with educational activities at home during the pandemic
- You have an annual income of less than £500,000
- You have read about the work of the [Sussex Learning Network](#) and feel there is the potential to build an ongoing relationship with the partnership and our work.

#### How much can we fund?

Up to £25,000<sup>2</sup> per project is available to help your organisation to be innovative in addressing 'learning at home' outreach needs during the pandemic. Grants will be awarded on a rolling basis for projects taking place between April and July 2020. The fund will close at the end of July 2020, or when all resources have been committed.

#### What's this funding about?

Prior to the pandemic, Sussex Learning Network had been in contact with organisations including, Community Works and 3VA, with a view to developing a relationship with community organisations across Sussex. We had planned to host a series of events to help us to get to know you better and introduce ourselves to you.

We were planning, after these events, to launch a funding round to support us in setting up outreach projects that supported young people and adults to engage with educational opportunities through our Uni Connect Programme (previously National Collaborative Outreach Programme).<sup>3</sup>

However, circumstances overtook us and as such, we are conscious that the pandemic might be further disadvantaging some of the young people and adults who remain the *least represented* in education. During the next few months, we want to help those families and

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<sup>1</sup> Voluntary or community organisation; registered charity; constituted group or club; not for profit; Community Interest Company; school; statutory body e.g. town or parish council

<sup>2</sup> If your project requires a higher value of funding please do speak with the Programme Manager.

<sup>3</sup> Please see <https://www.ofsuniconnect.org/> for more details.

young learners who are struggling to **maintain reasonable levels of learning**, which supports progression, at home.

With that in mind we are launching our Emergency Learning at Home Outreach Fund.

The short-term intention of this fund is to target practical support where it is most needed to help learners engage with their education. The longer-term intention is for SLN to build sustainable relationships with community organisations, to help support our vision of outreach learning and IAG activities.

## What can we fund?

The sorts of activities we plan to fund include:

- **Well Being** - providing emotional, well-being and mental health outreach where there is a known gap (that cannot be filled by an existing service) and where outreach activities at this time might support future learning goals.
- **Digital devices** – where there is a known gap funding (that cannot be filled by an existing service OR fund) may be provided to support young people access learning digitally (internet access e.g. dongles, hardware\*, software)
- **Learning Materials** – stationery, books, IAG<sup>4</sup> materials, assistive technologies, magazine subscriptions etc to help young people or adults with their current or future studies. You can also apply for funds for play equipment and/or arts and crafts learning materials.
- **Intergenerational Materials** – SLN is particularly interested in the role of intergenerational learning. Materials to support intergenerational/household e.g. parent to child, learning can be funded as part of this Emergency Fund. Learning may include personal skills to support lifelong learning; literacy and numeracy; core skills e.g. communication or vocational skills specific to an occupation or sector.
- **Access to online learning** – by this we mean online learning packages, including information, advice and guidance and subscriptions.

\*By hardware we mean, for example, laptops and/or tablets. Hardware will be procured by your organisation you will be responsible for ensuring all relevant e-safety filters and features as well as cyber- security (such as firewalls and antivirus software) are enabled before distributing them to the learners' home.

All purchased hardware will remain the property of the SLN and we may request it to be returned to us by 31<sup>st</sup> August 2020. This equipment loan can, however, be extended if it continues to be used for new SLN projects being delivered during the academic year running 2020/21, subject to the approval of the SLN.

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<sup>4</sup> Information Advice and Guidance

Unfortunately we cannot fund food, transport costs, statutory activities, contingency costs, fundraising activities or VAT you can reclaim.

## What makes a good application?

SLN particularly welcomes applications from community organisations that can support under represented groups. For us, this means:

- Vulnerable young people and adults
- BAME groups
- Mature learners
- People with disabilities
- Care experienced
- Young carers
- Young people estranged from their families
- Gypsy, Roma and Traveller communities
- Refugees
- Children of military families

We will assess all applications against the following criteria:

- 1) The extent to which the pandemic is impacting on your participants and, in particular, their ability to provide home learning; continue their own learning or plan for their future learning
- 2) The clarity you provide regarding how your activities will positively impact on how participants engage with learning
- 3) The extent to which your infrastructure allows you to safely deploy resources and deliver the activities.
- 4) The extent to which there is potential for an ongoing relationship with your organisation to meet our [overarching aims](#)

## What else are we looking for?

The following statements seek to describe the long-term impact we intend for our Emergency Learning at Home Outreach Fund:

- 1) To build sustainable relationships with community organisations in Sussex that can deliver creative and innovative outreach to young people and adults
- 2) That the outreach activities we support lead to an improved understanding of the support young people and adults require to move them closer to a range of educational opportunities, including learning at a Higher Level.

## What else do we need to be aware of?

SLN is particularly interested in supporting vulnerable young people and adults in Sussex. The application asks you to give us details of the kind of participants you will support.

These Emergency Funds are targeted at young people and families during the pandemic and associated lockdown. As such your project activities must be designed for support to take place in the homes of the participants. If you are planning on providing support digitally you must know if the household have digital access or your project can include getting digital access for households.

Anything that needs to be delivered to a young person or their family must be arranged to be delivered directly to the family home. We will not fund items that young people or their families need to leave their homes to collect. You must demonstrate how you will ensure your organisation is able to ensure door to door delivery is possible.

In the application form we invite you to tell us about any schools or colleges you currently work with. SLN has Project Staff working with and on behalf of schools and colleges, so it's useful for us to know where synergies may be possible.

## Monitoring impact?

Successful organisations will be expected to report back on the impact of accessing these Emergency Learning at Home Outreach funds. SLN is particularly interested in sharing learning of how your project activities supported resilience in learners of all ages.

An SLN Programme Manager will contact you to agree how your project insights can be best shared, what the challenges have been and what future support might be relevant. The information sourced will be used to create blog posts and other communication materials as well as shape future funding rounds.

## How do you submit an application?

Before completing an application please call Debra Vice-Holt, SLN Programme Manager, on 07595 955048, or email [d.vice-holt@sussexlearningnetwork.org.uk](mailto:d.vice-holt@sussexlearningnetwork.org.uk) to arrange a time to have a conversation about your project and eligibility.



All final applications are to be emailed to [admin@sussexlearningnetwork.org.uk](mailto:admin@sussexlearningnetwork.org.uk)

## What will happen when?

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|---|------------------------------|
| 1) Fund launched                              | 20 <sup>th</sup> April 2020  |
| 2) Decision making panel                      | 2 working days from receipt  |
| 3) Grant offer sent within                    | 2 working days from decision |
| 4) Activities completed                       | 31 <sup>st</sup> July 2020   |
| 5) Evidence of spend and activities submitted | 31 <sup>st</sup> August 2020 |

Further information about us can be found at [www.sussexlearningnetwork.org.uk](http://www.sussexlearningnetwork.org.uk).