

# Funding Training Adviser Recruitment and Support Projects by The Development Grants Board



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This factsheet provides guidelines on making an application for funding for Training Adviser Recruitment and Support Projects from the Development Grants Board (DGB). The DGB has the remit to receive and decide upon grant applications to assist local Scouting development projects in line with the national priorities.

The DGB has a particular interest in supporting projects aimed at the recruitment, support and development of adult volunteers. In particular it provides a number of different grants that directly support training. These include the King George VI Memorial Fund (See FS185086 – 'Funding for leadership training through the King George VI Memorial Fund' available from <http://www.scoutbase.org.uk/library/hqdocs/facts/pdfs/fs185086.pdf>), as well as support for activity assessor training and training courses at Gilwell Park.

Based on the information from the National Moderation Panel, the DGB has identified a need for funding projects aimed at the recruitment and support of Training Advisers (TAs).

## Examples of Projects

Applications must be based around the needs identified within a Region/County/Area/District and the appropriate methods chosen to meet those needs. However, the following are some examples of projects that have previously been suggested for the recruitment and support of Training Advisers:

- TA Recruitment event – to provide potential TAs with the opportunity to find out more about the role

- TA Support Day – to provide support and training for existing TAs
- TA Shadowing project – Opportunities for potential/new TAs to 'shadow' existing TAs to learn more about the role
- TA Support Network – developing communication between TAs within a County/Area in order to share information, good practice and provide peer support

Additional information on these and other projects can be obtained from the Adult Training team and in 'Adult Training in Communication', which can be downloaded at [www.scoutbase.org.uk/support/training/](http://www.scoutbase.org.uk/support/training/).

People considering applying for funding are encouraged in the first instance to contact the Adult Training Team at Gilwell Park to discuss their proposals in outline and receive any necessary support before making an application.

## DGB Funding for Projects

Applications for Small Grants of up to £2000 (representing 50% of the total cost of the project) may be made for Training Adviser recruitment and/or support projects. Applications can come from a Scout Region, County/Area or District and must be supported by the relevant County Training Manager(s) and appropriate Commissioner. Applications should be submitted at least 4 weeks before the beginning of the project and a report submitted when the project is completed.

Applications can be made by completing a Small Grants application form (available from the Development Team at Gilwell Park or available to download at

<http://www.scoutbase.org.uk/hq/development/grants/>) giving an outline of the needs, aims, objectives and method of the project, what other funding is available or being sought and when the project will operate. The form also asks you to identify how you will review the project and report back to the DGB.

The decision whether to support a particular Small Grant application is made exclusively by the Development Grants Board, although comments from the Adult Training Team will be sought. Most decisions on Small Grant applications will be made within one month of receipt.

### **Assessment Criteria**

Funding applications are assessed by the DGB using the following Assessment Criteria:

- ◆ project sponsors (ie Scout Region, County/Area or District) must make available (or obtain from elsewhere) a contribution of at least 50% of the project's costs;
- ◆ funding will be for a maximum of two years;
- ◆ the sponsor is able to indicate how funding will be obtained if the project is intended to continue beyond two years;
- ◆ the sponsor is able to show how the outcomes of the project will be sustained after the period of the project.

### **Issues to consider**

- The start of a project may include a feasibility stage in order to refine targets and plans.
- It is acknowledged that initial targets may be aspirational and subject to revision following a preliminary stage.
- Effective projects may be short term in nature.
- Support for training based applications and projects is available from the Adult Training team at Gilwell.

### **Reporting**

An important element of any development project is its effective monitoring, evaluation

and reporting. This reporting enables others to benefit from the lessons learnt, ensures successful practices can be made known more widely and enables the Board to evaluate its work against the agreed aims and objectives.

Projects in receipt of DGB funding will be expected to provide annual progress reports (if applicable) and an end of project report in the form of a case study. These reports are required to provide:

- ◆ a progress report and interim/final evaluation against the agreed workplan objectives;
- ◆ a statement of expenditure for the project;
- ◆ an outline workplan and revised budget for the ensuing year if appropriate.

If during the life of a project there are significant changes to objectives or methods, the Secretary of the DGB must be informed as soon as they become known.

### **Appeals Procedure**

Where the DGB makes the decision not to fund a new project, the project manager will receive written confirmation of this following the DGB decision. The reasons for the decision will also be given. If the project manager believes that the decision is unwarranted, he/she may present further information to the next full meeting of the DGB. In this instance, the decision of the DGB will be final.

### **Further information**

Further information on Training Adviser Recruitment and Support projects can be obtained from the Adult Training team at Gilwell Park.

Further information on the work of the DGB and the funding for other types of development projects can be found in FS185080, 'Funding Local Development Projects by the

Development Grants Board'. (Available from <http://www.scoutbase.org.uk/library/hqdocs/facts/pdfs/fs185080.pdf>)

Further information and advice on development projects and on the employment of Local Development Officers, is available from the Development Team at Gilwell Park.

Information about other sources of fundraising for development projects may also be obtained from the Fundraising Team.

The appropriate contact address is:

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