

# School grants scheme: application guidance notes

## Size of Grants

Grants of up to £600 may be awarded.

## Eligibility

The scheme is open to all UK educational institutions (schools and colleges) catering for pupils/students in the age range 5-19. Applications from home school groups will also be considered.

Applications must be submitted by the educational institution and not by any partners involved with the project.

Normally, schools will be limited to one grant per academic year.

Grants can be used to support a range of projects, for example:

- running a school/college based science week activity
- running extracurricular activities such as a science club
- purchasing materials/resources outside of the normal department resources
- organising a visit to a science facility or a visit from a working physicist or engineer

This is not an exhaustive list of eligible projects. Please see the full selection criteria below.

## Applications

Applicants should complete the application form electronically and submit it by email to [schoolgrants@iop.org](mailto:schoolgrants@iop.org). Download the form at [www.iop.org/schoolgrants](http://www.iop.org/schoolgrants).

Applications will only be accepted by email. All sections of the application form should be completed; any incomplete applications received will be rejected.

Please provide full details of the costs involved in the project, including sources of additional funding if the total exceeds £600.

Please note that there are three application deadlines per academic year:

|            |  |
|------------|--|
| 1 February | Projects taking place in the following summer term |
| 1 June     | Projects taking place in the following autumn term |
| 1 November | Projects taking place in the following spring term |

## Selection process and criteria

A selection group considers each application. The selection group consists of representatives from the IOP, STFC and IET. Feedback will not be offered to applicants.

You should expect to hear whether your application has been successful by 6 weeks after the deadline. The Institute will disburse grants to successful applicants immediately following approval of applications.

Successful applications will meet some or all of these criteria:

- Promotion of greater interest in/understanding of physics or engineering
- Cost effectiveness
- Innovative projects
- Activities proven to interest young people in the physical sciences
- Bids for bought in activities or shows will be strengthened if integrated with a wider project
- Links to current research and/or the research community are encouraged
- Links to STFC-funded areas of science or technology (broadly Particle Physics, Astronomy, Space and Nuclear Physics) are encouraged and roughly half of the funds are reserved for such projects
- Activities related to engineering in areas such as energy, transport, information & communications, design & production or the built environment are encouraged

Applications which will **not** normally be funded:

- Costs normally met from school budgets (e.g. the purchase of text books or standard equipment)
- Projects that the referees judge would proceed regardless of a grant award.
- Continuing Professional Development (CPD) for teachers
- Annual subscriptions
- Projects requiring more than £600 where sources of additional funding are not stated

Grants may be used for the following project-related purposes:

- Supply cover
- Materials/resources
- Transport
- Marketing and publicity
- Other purposes deemed appropriate by the judges

### Please note

Applications must be specific to the school and students taking part in the activity. Applications where content appears to have been written by a third party (e.g. the activity provider) or where the majority of the content appears to have been copied from a provider's publicity material (e.g. website, brochure) are unlikely to be funded.

## Evaluation

On completion of a funded project, applicants are required to complete an evaluation form. The form is available to download from [www.iop.org/schoolgrants](http://www.iop.org/schoolgrants).

Completion of the evaluation form is a condition for further funding and the quality of the evaluation will be considered when judging future applications.

Your evaluation should aim to:

- Establish whether the objectives of your project have been met
- Determine the impact your project has had
- Identify how the project could have been more effective
- Identify whether there have been unintended outcomes and what these were

## Further Information

For further information about the School Grants Scheme please contact the education department or see the Schools Grants Scheme section of the IOP website at [www.iop.org/schoolgrants](http://www.iop.org/schoolgrants).

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Email: [schoolgrants@iop.org](mailto:schoolgrants@iop.org)