MILLENNIUM POINT TRUST - STEM SMALL GRANTS 2021-2022

FREQUENTLY ASKED QUESTIONS

PROCESS

1. How do I apply for a grant?

We would urge you to read our guidance before completing the application form which details what we fund, eligibility and the stages of our application process.

The application form can be downloaded from our website to be completed by the submission date. Once completed, the application form must be emailed to STEMgrants@millenniumpoint.org.uk

2. Can I apply by email or post?

Our application form can be downloaded from our website and must then be emailed back to STEMgrants@millenniumpoint.org.uk;

3. I am an individual can I apply for funding for a project that will take place in a school?

No. We do not consider applications made by individuals. A list of which groups we fund can be found in our guidance document.

4. My organisation is based outside one of the West Midlands Combined Authority regions, but the activity is taking place within a WMCA region, can I still apply for funding?

Yes. Ideally, we would like applicants to be from WMCA region but we will accept applications from outside of this area if the project takes place within a local authority who is a member of the West Midlands Combined Authority.

5. Can I submit more than one application for a grant in one round?

No. We only accept one application per organisation. The first application received will be the one we consider for a grant.

6. Can I apply for a grant if I have previously been successful in applying for a grant to MPT?

Yes. Please note however it is possible for an organisation to apply and be successful in receiving a grant for up to 3 consecutive years. Following this, the organisation must allow a gap of at least one calendar year before they can submit any further applications. After which, the same 3 consecutive years rule will apply once again.

We only accept one application per organisation per year.

7. Do you give grants for projects that span several years?

No. We will not fund a project that requires funding over several years. We only fund projects that can be implemented and completed within 12 months of payment.

8. Is there a limit on the size of the grant I can apply for?

Yes. Grants are available up to £20,000. We also welcome applications that are seeking funding for projects that are a smaller monetary amount.

9. How many stages are there in the application process?

We have kept our application process as straightforward as possible. There is only one form for you to complete which can be downloaded from our website and then emailed back to STEMgrants@millenniumpoint.org.uk. Once this has been e-mailed back to STEMgrants@millenniumpoint.org.uk it will be shortlisted and moderated before a final decision is made by our Board of Trustees. Our grants cycle is open **once** a year with a strict deadline. Notification of the outcome of your application will take place in July 2022.

**10. What is the usual timetable for the whole process?**

Our application process opens on 4th October 2021 and closes on the 3rd December 2021. The result of whether you have been granted funding will not be made until July 2022 and payment will then be made in September 2022.

11. When will I receive my grant if I am successful?

We aim to pay successful applicants in September 2022. We are unable to release payment any earlier.

12. When will I know if I am successful?

We will notify all applicants of the outcome of their application whether successful or unsuccessful in July 2022. It is unlikely you will hear from us until this time.
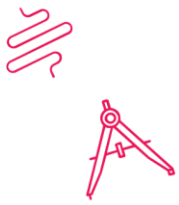
13. What information should I include in my project plan?

We want to know what the project is about and how you will be carrying it out. It is important to us that we have as much information as possible to help us when it comes to shortlisting your application. Please state what the SMART goals or objectives are for your project.

S = Specific; M = measurable; A = Achievable; R = Realistic; T= Timescale

14. What information do you need in the project timeline?

We will need to know the length of the project, when you intend to start it, when it will finish and all of the key milestones.

15. What information should I include in the budget section?

We would request that specific details are provided on what the grant will be spent on. It is important that you clearly identify the item/activity along with the associated cost as shown in the example below. Please note that if you are intending to host an event with a speaker, we would expect you to identify the name of the speaker and their cost.

Please also round up the grand total cost to the nearest £100.

Example			
ITEM (s)/ ACTIVITY	Description	COST	NOTES
STEM Resource	Microscope £12.99 each x 5	£64.95	
STAFF COSTS	STEM Speaker for half day event	£300.00	Speaker will be – A EINSTEIN from MPT

16. What should I do if there is a change of circumstances after submitting my application?

Please get in touch with us directly and confirm the change in circumstances so that we can make an assessment on whether we are able to proceed with considering your application.

17. What should I do if I am having problems with completing the application form – i.e. formatting issues / use of PDF form / any other issues?

Hopefully you will not have any issues but if you do please email STEMgrants@millenniumpoint.org.uk and we can send you a Word document form to complete and / or provide advice.

And finally:

We would also like to take the opportunity to thank you for your interest in our charity and to wish you good luck with your STEM grant application.