



## GUIDELINES FOR APPLYING FOR A GRANT

This guidance is intended to assist organisations in applying for funding from the Millennium Point Trust's STEM small grants programme and does not cover any of our other funding streams.

### Who we are

Millennium Point Trust is a charity that supports the growth and advancement of science, technology, engineering and mathematics (STEM) within the West Midlands. Over the past 5 years Millennium Point Trust has funded numerous initiatives across the region and donated over £2 million in support of STEM initiatives.

Millennium Point Trust receives its funding from Millennium Point Property Ltd a wholly owned subsidiary of Millennium Point Trust.

### What we fund

MPT awards grants to organisations situated in Local Authorities that are members of the West Midlands Combined Authority. MPT supports projects that fall within the following three categories:

#### 1. Implementing a creative and interactive STEM Curriculum in education

- Projects which introduce exciting and innovative STEM projects or activities into the classroom which in turn engage pupils of all ages from Nursery up to school leavers
- Projects which inspire an interest in STEM subjects in schools
- Projects which open up STEM learning opportunities to under-privileged groups
- Projects which have a strong STEM focus across the curriculum

#### 2. Promoting STEM careers

- Projects which target young people to pursue careers in STEM from an early age
- Projects which deliver 'STEM-centric' events to engage young people

- Projects which encourage parents and or teachers to learn more about the STEM opportunities and STEM career choices open to young people
- Projects where schools develop programmes of work to showcase STEM career opportunities

#### 3. Purchasing of STEM Resources

- Projects which purchase STEM equipment for schools or Nurseries or other organisations to enhance STEM education
- Projects which purchase STEM literature / books to improve pupil's knowledge and are linked to a STEM project
- Projects which provide digital resources for pupils – i.e. Laptops/ iPads/ Google chrome books etc
- Projects which aim to reduce digital poverty.

We will be funding projects that commence in September 2022 as our grants cycle is an annual programme. We therefore request applicants to be aware of this when completing their application form and planning their project. We are unable to release funding any earlier.

### Helping others

We are an inclusive charity that aims to support STEM initiatives for all young people.

Whether you receive a grant or not, we want you to get involved in our STEM network. Our network spans across the West Midlands region from local schools right through to business leaders, all working towards the same goal. Being part of our network means you can get involved with events, initiatives, and future opportunities to raise your profile for the benefit of furthering STEM. For more information, please speak to a member of our team.



## Eligibility

### We accept applications from:

Schools
Voluntary or community organisations
Registered charities
A constituted group or club
Not-for-profit company or community interest company
Community Interest Company/Social enterprise
Statutory body (including town, parish and community council)

### We do not accept applications from:

Universities
Hospitals or hospices
Individuals
Companies or sole traders that are aimed at generating profits primarily for private distribution
Organisations based outside the UK; we only accept applications from the geographical area covered by the West Midlands Combined Authority
Applications made by one organisation on behalf of another
More than one application per organisation

If we receive more than one application per organisation we will accept and consider the first application received from you.

## Geographical area

We accept applications from organisations situated in Local Authorities that are a member of the West Midlands Combined Authority.

We have put together a list of Local Authorities that are members of the WMCA. Please ensure your organisation is located in one of the below Local Authorities. If you would like further information, please visit <https://www.wmca.org.uk/who-we-are/structure>

## Constituent authorities

Birmingham City Council
City of Wolverhampton Council
Coventry City Council
Dudley Metropolitan Borough Council
Sandwell Metropolitan Borough council
Walsall Council

## Non-constituent authorities

Cannock Chase
North Warwickshire Borough Council
Nuneaton and Bedworth Borough Council
Redditch Borough Council
Rugby Borough Council
Shropshire Council
Stratford upon Avon district
Tamworth Borough Council
Telford and Wrekin Council
Warwickshire County Council.

## Additional areas

North Worcestershire (Bromsgrove and Kidderminster)
South Staffordshire (Burton upon Trent, Lichfield City and Uttoxeter)



MILLENNIUM  
POINT



## Our funding

We fund projects that are aimed at meeting our charitable objectives. We award grants up to £20,000 to organisations that form part of the WMCA. The project must also be carried out in the regions covered by the WMCA. The grant is a one-off payment to fund projects that conclude within 12 months of payment. We do not support applications for projects that require funding over several years.

We welcome applications from organisations that are requesting smaller grants.

## Timing

Our funding is an annual programme which opens once a year. The funding round for 2021/2022 will open on the 4<sup>th</sup> October 2021 and close on 3<sup>rd</sup> December 2021. Only application forms received within this period will be considered for a grant.

## Application form completion hints and tips

We have tried to make our application form as easy as possible to complete. There is one form which can be downloaded from our website, which you can save on your computer or laptop.

Please ensure your application:

- Clearly states what the aims of the project are and how those aims will be achieved. Please also include details on how success will be measured. (the use of SMART objectives is helpful).
- Details what activities will take place and when and where they will be carried out.

- How the project will benefit the proposed target group
- Explains the link between the project and the selected category choice of the application
- Contains a well detailed budget plan
- Supplementary attachments or documents will not be considered as part of the application

We would urge you read this guidance and our FAQs before completing the application.

## Application process

Our application process consists of the following stages:

### Stage 1

Complete our online application form, which can be downloaded via our website. Please complete all of the sections in as much detail as you can as this will help us when our team begin to shortlist applications.

### Stage 2

Submit your completed application to us by email: [STEMgrants@millenniumpoint.org.uk](mailto:STEMgrants@millenniumpoint.org.uk) on or before the 3<sup>rd</sup> December 2021. We prefer applications to be submitted by email.

### Stage 3

Once you have submitted your application to us via email to [STEMgrants@millenniumpoint.org.uk](mailto:STEMgrants@millenniumpoint.org.uk), we will send you an email acknowledging receipt. You will not hear from us again until a decision has been made regarding your application. This is likely to be around July 2022.

### Stage 4

All applications are shortlisted by our small grants team. They are then moderated by a separate panel and finally presented to our Trustees who will make a final decision as to successful applicants.



## Stage 5

Successful applicants will be notified in July 2022 by email informing them of our Trustee's decision. In order to receive the funding, successful applicants are then requested to sign and return a copy of our grant agreement with accompanying documentation. Payment of the grant will then take place in September 2022.

Unsuccessful applicants will also be notified by email of our Trustees decision.

## Contact

Should you have any further queries that we have not addressed in this guidance or our FAQs, then please contact us and we will be happy to assist you.

### Address:

Millennium Point Trust, Curzon Street, Birmingham, B4 7XG. Registered charity number 1059451.

**Contact:** Vanessa Currie or Zoe Carter

**Email:** [STEMgrants@millenniumpoint.org.uk](mailto:STEMgrants@millenniumpoint.org.uk)

**Tel:** 0121 202 2219

**Website:** [www.millenniumpoint.org.uk](http://www.millenniumpoint.org.uk)