



## Stanhope Castle School Charitable Trust Fund

The main focus of **Stanhope Castle School Charitable Trust Fund** is to provide financial support to young people (under 25) who have been in the care of one of the qualifying local authorities for at least six months.

### Size of Grant

Grants are typically up to £1,000.00

### Who can apply?

Applications are invited from support workers, social workers, or other professionals working in related fields who are supporting young people in the care or have been in the care of a qualifying local authority.

If, as an organisation, you are applying to **Stanhope Castle School Charitable Trust Fund** for the first time (on behalf of your client) you must provide a bank statement that clearly shows the your organisation's name and bank details of the account into which the grant will be paid.

### To be eligible to apply, your client:

- Should be under the age of 25
- should have been in the care of a qualifying local authority (listed below), for at least six months
- should have a low income
- must not have received funding from this source in the previous 12 months

### Qualifying local authorities

- County Durham
- Darlington
- Hartlepool
- Redcar & Cleveland
- Middlesbrough
- Stockton
- Gateshead
- South Tyneside
- Sunderland

### About your client

In your application you will need to tell us about your applicant's current situation. We need to understand why the applicant is unable to afford to pay for the equipment or activity, and how funding will make a difference to them.

## You will need to tell us why we should fund them

While we do not mean to test applicants to this fund or seek specific evidence around an applicant's financial circumstances, we do need to understand why the applicant is unable to afford the equipment or resource for which they are applying. Please note that you will be expected to list benefits that your client is claiming and explain what other funding sources have been approached.

## What type of funding can you apply for?

**Educational and vocational training** - this may include but is not limited to training course fees (including university fees), tuition fees, travel costs.

**Study aids** - this may include but is not limited to laptop (Maximum contribution of £350.00) reference books, essential course equipment, subscription fees.

**Bursaries** - for young people to participate at a regional, national, or international level in their chosen field.

**Educational trips** - will be considered but not Operation Raleigh type support.

In exceptional circumstances the fund may support driving lessons where you can prove the applicant has either an extensive interest in car or motorbike mechanics or the applicant has been offered employment for which a driving license is needed (maximum contribution of £250).

## The fund cannot support items that have already been purchased

### Monitoring

All organisations receiving a grant on behalf of a client must complete a monitoring report form, informing us what difference the grant has made. This allows us to review and evidence the impact the fund is making. A link to the online monitoring form will be sent by email when the report is due. Failure to complete monitoring forms with sufficient detail may affect whether applications are accepted from your organisation in the future.

### Application deadlines

Applications are received throughout the year. Please note that the website will clearly state if the funding is closed. We recommend that you complete your application as soon as possible. Typically, an application will be reviewed, and a decision made within eight to ten weeks of it being received.

### What will happen next?

Your application will be reviewed and checked to make sure it meets the eligibility criteria. County Durham Community Foundation will assess your application in line with the fund criteria and make a recommendation. Your application will then be presented to the funding panel for consideration. Once a decision has been made, you will receive the result soon after via email. If approved, you will receive a 'Grant Offer Letter' by email and 'Terms and Conditions' which you will need to sign and return to us. If your request is not supported, you will receive an email which will explain the reasons why this was the case.



### Grant offers

- A grant offer letter will be sent by email and will include our standard Terms and Conditions, and include any additional conditions required by the decision-maker.
- These documents will explain how any funding awarded will be released. You **MUST NOT** commit any money before you have received your grant offer letter and Terms and Conditions.
- Should you need to request a change of use for any award made, you **MUST** submit your request in writing via email. Do not commit any expenditure until we have confirmed in writing to you that your request is acceptable.

### Need more help?

Please contact CDCF if you need help with your application or have any queries about the programme.

Tel: 0191 378 6340

E-mail: [info@cdcf.org.uk](mailto:info@cdcf.org.uk)

Web [www.cdcf.org.uk](http://www.cdcf.org.uk)