

HFSAC 'training for my future' grants policy:

Goal: To provide young people growing up at Rehoboth, or living in the community, the opportunity to develop their lifeskills by making an application to HFSAC for a small grant. HFSAC trustees envisage that these grants will enable them to take up an opportunity for training or an educational experience that will benefit them, now as they apply for jobs, or in the future as they make the transition to independence.

What funding is available? Small grants, between 400 and 4000Rand, are available to support young people take advantage of a wide range of educational and training opportunities.

Who is eligible to apply? 11-25 year olds, that are, or have been, under Rehoboth care. HSFAC will also consider applications to support the training and education of other young people living in the community. In these cases, applications must be supported by a statement from an individual we know e.g. through Rehoboth or the other project partners we fund. We will also consider applications from adults who would like to receive training that benefits young people in their community.

Eligible training opportunities: The trustees do not wish to be restrictive and encourage any well-justified application for funding that falls within HFSAC charity goals. However, below is a list of training opportunities that would be considered eligible:

Driving lessons, support for participation in extracurricular activities during full-time school or tertiary education, music lessons, dance classes, sports coaching, fees for accredited part-time or full-time vocational training, work experience, volunteering opportunity, optional school trips, cycle maintenance course, first aid training, equipment e.g. laptop, specialist software, online educational tools, sports equipment, bicycle, or uniform that is needed to support learning or training.

The Application Process:

How do I apply?

Applicants need to complete the 'Training for my Future' form and submit it by email to HFSAC info@hopesachildren.org.uk. Although a guardian, or other appropriate independent adult's, supporting statement is required, the application should be submitted by the applicant. In the case of under18s, the applicant may require some help with the application, and the guardian should be copied in to the email too.

What will happen to my application?

The information in your application will be shared only amongst HFSAC trustees. At least 2 trustees will read your application and make a decision as to whether the application is funded. Any personal information will be retained and stored securely, with your permission, for a maximum of 5 years after we receive the application.

How will we approve awards?

If the trustees require any further information, that you did not include in your application, they will email you. It is possible, in some cases, that they may ask

to speak to you on the phone before making a decision. The trustees will review each application independently to consider:

- (1) Are the costs clear, well-justified and reasonable for the type of activity?
- (2) Does the benefit to the applicant justify these costs?
- (3) Is there any other money available to support this training/educational opportunity?

In considering each of the above, the trustees will take into account all the available evidence provided by the applicant (including e.g. acceptance on a course, a letter from school, or other evidence detailing the costs, and the supporting statement from the guardian). Any evidence that the applicant has independently saved an amount of money that they will contribute to the cost of the training will be viewed positively.

How will I know if my grant application has been successful?

You should expect to receive an email from HFSAC confirming that your application has been received and forwarded to the trustees. As indicated in this email, the trustees will make a decision as soon as possible, and within 3 weeks of receiving your application. If a decision is needed more urgently, you should indicate this in your email and in your application form. In such cases, the trustees will aim to make a decision more quickly. You will receive an email to let you know of their decision. If your application is unsuccessful the trustees will explain why they were unable to approve it.

What happens if my application is successful?

If an application is successful, you will receive an email awarding the grant. This email will explain that a condition of accepting this award is that you agree to supply a short (100-500 word) report on how you benefited from the award within 2 months of completion of the training. If applicable, this report would be expected to include proof of attendance/participation and any certificates obtained. Failure to submit this report would prevent you from making any future grant applications to HFSAC.

How will my award be paid?

If you are in Rehoboth care, the grant will be included in the monthly amount transferred from HFSAC, and Rehoboth will pass the money on to you. For other applicants, in our email informing you that your application has been successful, you will be asked for details of an account to which the grant should be transferred.