The Engineering Education Grant Scheme (EEGS)

The Institution of Engineering and Technology (IET) and the Institution of Mechanical Engineers (IMechE) work in partnership to provide The Engineering and Education Grant Scheme for formal and informal learning support. The scheme aims to engage young people aged 4 –19 in learning about engineering and to develop the professional skills of those involved in supporting Science, Technology, Engineering and Maths (STEM) learning and careers awareness.

Who is Eligible?

EEGS supports projects which improve wider engineering literacy and brings about a better understanding of the role of the engineer, and the contribution engineering makes to society. Organisations or individuals able to develop and deliver STEM activities in the UK can apply for funding, including schools, science communicators, youth clubs, science festivals, museums, science centres, STEM based companies, FE colleges, Higher Education Institutions and members of IET and IMechE.

We are keen to receive applications from teams with diverse expertise, a range of skills and from a variety of sectors. Where possible, individuals and organisations applying are encouraged to form partnerships with those able to add value to funded activities. Professional engineering institutions are welcome to work in partnership but cannot be the lead organisation or receive grants from this scheme. We welcome enquiries from institutions who wish to contribute to the scheme as funders.

Who is ineligible?

This is currently a UK based programme, so any applicants outside of the UK are ineligible. Organisations already receiving substantial or long-term funding from IET or IMechE are also ineligible for funding. There is a caveat to this whereby we would welcome applications from localised youth groups who do not receive direct funding from their national organisation.

Involvement of Engineers and Advocates

It is important to the funders all projects are supported by local engineers. Members of IET and IMechE can support projects by providing engineering insight, participating in the development of projects or resources, supporting the delivery of activities, presenting prizes at competitions or anything else that will help the project bring about a better understanding of the role of the engineer and the contribution engineering makes to society.

Applications to the scheme **must** be either led by members, have members as co-applicants, or have a member Advocate. Any engineer who is a member of IET or IMechE can fulfil this requirement and are to be named on the application. It is helpful to have a clear idea of how your engineer can support the project before you apply, and you are welcome to approach any of your existing IET or IMechE contacts to support your project.

If you do not have existing contacts, please contact your IET Local Networks (LN), your IET Education Officers/Ambassadors, your IMechE Member Networks, or your IMechE Regional Education Officers (REOs). If unsuccessful in securing an Advocate through these channels please request an Advocate directly.

We strongly advise this request is carried out prior to writing your application, as applications submitted without will be withdrawn from consideration. Your listed IET/IMechE member or Advocate may be contacted, so please ensure you have their permission to share their details with us.

What sort of projects and activities can be funded?

A wide range of projects can be supported. Any UK project that aims to promote a better understanding of engineering, inspire young people to study STEM subjects or raise awareness of engineering and technology-based careers could be funded. Some activities are excluded (see below) and funding will only be granted to not-for-profit **activities**. Previously successful projects.

Activities the scheme will <u>NOT</u> support

Funding will **NOT** be provided for the following:
- Activities developed by and delivered in individual schools for the sole benefit of that school. If your school is based solely in a statutory health setting, please contact the EEGS team for an initial discussion;
- Activities that do not relate directly to engineering;
- Programmes currently receiving substantial or long-term financial support from IET or IMechE. Including:
  - ASE
  - Design & Technology Association
  - EDT
  - Engineering in Motion
    - 4x4 in Schools
    - F1 in Schools
    - Subs in Schools
  - EESW
  - ESP
  - *FIRST*® LEGO® League
  - Fun Kids Radio
  - Greenpower
  - Kids Invent Stuff
  - Learning Foundation
  - National Saturday Clubs
  - Scout Association
  - Smallpeice Trust
  - Teach First
  - Primary Engineer
- Costs for salaried staff except for those who would be considered contract staff;
- Volunteer Expenses;
- Applications substantively for transportation costs/subsidies for schools attending events;
- Prizes for schools or individuals, unless included as part of a funded activity;
- Applications whose primary purpose is to enable participation in national competitions;
- Applications solely for sponsorship of existing events;
- Costs for the Evaluation of the Project;
- Reapplication for the same project.

Available funding

Two levels of funding and rounds are available each year, in the Spring and Autumn. Awards of up to £5,000 are available for standard applications, and a smaller number of awards of up to £15,000, both inclusive of any applicable VAT. The higher funding amount is designed for projects which can demonstrate wider reach, for example changing practice across a number of organisations or at national level, or for projects having strategic or long-reaching effect.

If the total cost of the activity is more than the amount of funding you are seeking, you must inform us of the total amount of the activity cost, whether the additional funding sources have been identified, who they are and whether this money has been committed. Additionally, if there is any expected income from the activity, such as any additional costs to be recouped through the sale of products or event tickets. Please note; grants do not generally attract VAT, and VAT will not be added to the value of your grant. If you're unsure about VAT, consult a finance professional.

Funding is not available until *at least* six weeks' after the date decisions will be announced, to allow time for agreements to be signed and payment arrangements to be made. Projects must commence within seven months of the decision week. If the project is to commence after this time you are to apply for a subsequent round.

If an organisation or project has received funding in a previous round then, in order to receive further funding, you are expected to provide a report which demonstrates how successful it has been. Any further application for the same project would need to show that the project has significantly developed in scope and/or reach.

Assessment Criteria

EEGS supports projects which inspire, increase levels of engineering knowledge and have the potential to change any negative attitude towards engineering. Applications will be assessed by a panel of judges against the following criteria:

1. Presentation of clear objectives;
2. Levels of inspiration, enjoyment and student engagement;
3. Level to which the project endeavours to increase levels of engineering understanding;
4. Innovation in the approach to enrich and enhance STEM learning;
5. Demonstrate how the project will reach out to young people who do not normally participate in engineering;
6. Levels to which the project supports or complements the delivery of STEM in schools or elsewhere;
7. The use of engineers and technicians as role models;
8. Quantitatively and qualitatively measurable outcomes;
9. Clear method of demonstrating how objectives have been fulfilled, at an appropriate level for the scale;
10. Demonstrable cost effectiveness;
11. The potential to be sustainable without further IET/IMechE funding.

Diversity and Inclusion

The Scheme is committed to promoting diversity in engineering and increasing positive perceptions of engineering in a diverse and inclusive audience. Applicants should ensure their project **actively** considers diversity in areas including; gender, academic ability, ethnic background and social advantage.

Public Liability Insurance (PLI) and Child Protection (CP) requirements

Before applying check the PLI and CP requirements for the local authorities in the area/s in which you intend to undertake your project and schools in which you will be working. You are asked to confirm your project team comply with these requirements or, if you do not at the time of application, that the process is underway to meet these requirements, including sufficient PLI. Project personnel who will be working with young people should hold a valid Disclosure and Barring Service (DBS) certificate.

Further child protection information: England and Wales, Scotland, Northern Ireland, IET's Safeguarding Children Policy.

Applying

Using the simple online application form, guidance of which can be found on **Online Application Guidance** which should be read before beginning, enter the requested information and answer relevant questions.

Due Diligence

The funding organisations ensure the award will be used effectively and the organisations delivering the activities are trustworthy, therefore applicants should be aware:

▪ IET may undertake a credit check on their organisation and
▪ A referee must be provided, who may be contacted.

If your bid is successful

All applicants will be notified of the outcome of their application by email during the announcement week. If your application is successful you will be sent a Funding Agreement which should be signed and returned, along with a New Supplier form detailing the bank account into which the funds should be paid, and other requested documentation, within one calendar month from the date of receiving the Funding Agreement.

The funding organisations seek to make the available funding reach as many projects as possible, therefore the judging panel may choose not to fully fund the project and suggest areas where savings can be made. Conditions on funding and recommend changes to ensure it closely meets the funding organisations' objectives, may also be established.

Processing successful funding

EEGS is a joint funding programme between IET and IMechE. Although both organisations are stakeholders, the administration of the programme is managed on behalf of both organisations by IET, consequently all correspondence and contractual arrangements will be with IET.

The IET will issue a purchase order (PO) and pay one invoice for the full cost of the project according to the payment date identified in your application. **Note**: IET operates a strict 30-day payment policy upon receipt of a valid invoice.

Publicising funded projects

A condition of the funding is project recipients will be happy to be involved in promotional activities. This could range from information being uploaded on to the funders' websites, achieving coverage in the media or via social media channels. High resolution images (with relevant permissions) can also be very useful.

IET and IMechE logos and website addresses/links are to be present on any materials relating to the activity including print materials, web pages, banners, posters etc. Use of IET and IMechE logo should be in line with our brand guidelines which will be supplied if your application is successful.

Legal aspects of the funding process

Confidentiality: In respect of all information of whatever nature or form as is disclosed between your organisation and IET and IMechE in connection with the submitted project, both parties agree that such information is communicated on a confidential basis and its further disclosure may be prejudicial to the owner of the information and undertakes that:

a. Neither party will from the date of the agreement use any such information for any purpose other than in accordance with meeting the terms of this agreement; and

b. In accordance with the Data Protection Act 2018 will treat all information disclosed to either party as confidential and will not disclose the same to any other third party without the prior written consent from the relative party.

Legal Entity: Nothing in the agreement shall create a partnership or agency between your organisation and IET or IMechE.

Rights of Third Parties: The Contracts (Rights of Third Parties) Act 1999 shall not apply to any Contract you may receive from IET under this programme and no person who is not a party to the Contract shall have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of the Contract.

Requirements for funded activities

IET and IMechE are committed to challenging perceptions of engineering. Applicants should be prepared to:
- Assist in the collection of standard impact data that will contribute to a body of knowledge about engineering enrichment activities (*evaluation information will be provided to successful applicants*);
- Involve IET and IMechE members in the development or delivery of projects wherever possible;
- Share information about activities which have the potential to be carried out by other members of the STEM education community on STEM Learning's Resource page or other areas where resources can be accessed;
- Distribute Tomorrow's Engineers careers resources to those participating wherever appropriate;
- Promote the project where necessary, including local politicians or businesses to raise the profile of STEM activities.

Rights and acknowledgement of IET and IMechE

As a funder of your activity IET and IMechE have an interest in your project. If any materials are produced as part of the project, it is expected these will be made readily available to the organisations to use as is seen fit and should also be made available to all UK educational not-for-profit organisations, including schools, FE colleges and HEIs at no more than the cost of reproduction and postage. In the event of your organisation ceasing to operate we will expect master copies of all materials.

In recognition of the support you have received from the fund, you will be required to include IET and IMechE branding on any materials relating to the activity.

Evaluation

The funders of EEGS monitor the impact of the educational activities that are supported. This helps determine the reach of funded activities and understand the profile of the individuals, groups and schools engaging in activities. It also assists with reporting to members, trustees and other organisations on the range and impact of educational activities.

Full **Reporting Guidelines** can be found on our webpage containing all relevant links and detailed information. It is essential to review the requirements for these before you begin your application and project to ensure you will be able to gather the required information. Failure to report on a funded project will preclude you and/or your organisation from applying for any further funding from IET or IMechE until the outstanding report is received and acknowledged.

The depth and detail of the evaluation should match the scale of the project and outcome reports are expected **three weeks** after the end date of the project.

Further Information

For any queries not already answered in the **Guidance documents** or **FAQs** please contact EEGS Team: eegs@theiet.org