The Maths Week Scotland Small Grants Fund is a partnership between the Edinburgh Mathematical Society, the Glasgow Mathematical Journal Trust and the Scottish Government Learning Directorate providing financial support to encourage Maths Week Scotland-related activity, participation and innovation in 2021. Maths Week Scotland 2021 will take place 27 September to 3 October.

The Fund is open to organisations, partnerships and individuals that require support to participate in, or to lead the development of activity for, Maths Week Scotland 2021 at local, regional and national level including: schools, early learning and childcare providers, local authorities, community and family learning providers, parent councils, colleges, universities and Third Sector organisations.

Further information on Maths Week Scotland can be found at [www.mathsweek.scot/news/small-grants-fund-2021](http://www.mathsweek.scot/news/small-grants-fund-2021)

**Aims of the Fund**

The aim of the Fund is to stimulate and support activity, participation and innovation during Maths Week Scotland 2021[[1]](#footnote-1).

**Intended outcomes**

Across Maths Week Scotland, we want people of all ages and backgrounds to:

* Be curious, enthusiastic, confident and engaged in numeracy and mathematics;
* Understand the relevance of maths learning and skills to their lives, now and in the future;
* Discover the ways in which maths impacts on many areas of both science and the arts;
* Have access to a diverse range of events and activities online and in-person promoting and demonstrating the joy and value of maths.

**What approaches will the Fund support?**

The following list is not exhaustive nor in any order of priority, and we would be very happy to receive applications for other types of activity:

* Maths trails, treasure hunts, escape rooms, maths art circles, puzzles and competitions involving pupils, family, other schools and members of the community.
* Initiatives to help parents/carers support their children’s numeracy and mathematical development from the early years onwards.
* Cross-curricular projects with a substantial mathematical element, such as mapping and building a scale model of the school, creating large-scale mathematical constructions, maths and art exhibitions or maths, data science and physical education .
* Transport provision for pupils, particularly from isolated rural schools, to attend events at universities, colleges, science centres and other activity and event locations.
* Engagement of an inspiring speaker or activity-based demonstration eg maths performers/magicians, high-profile mathematics or scientists.
* Visits to local businesses or organisations to learn about maths in different contexts, jobs and workplaces.

In previous years, the Small Grants Fund has been used to great effect to create activities and support participation in events in schools and communities led by early years, school, university, business and community learning practitioners. This year, the ongoing impact of the public health challenges mean that activity may need to focus more on digital engagement, carefully planned school activities and opportunities for outdoor/community engagement. It’s envisaged that the Fund will support and enable the potential for some innovative activity along the following lines:

* **Outdoor learning** in playground or other outdoor spaces – eg large maths games, playground designed painting, community trails/challenges in parks and outdoor space.
* **Digital resources** that can support learning at school or home and is introducing something new to the landscape.
* **School events** – activities that enable pupils to engage positively with mathematics.
* **Addressing barriers to innovation** eg live streaming platforms.
* **Recognition**/awards for participation in activity.

These should complement Maths Week Scotland, Scottish Mathematical Council and Education Scotland national resources that will be created for schools, parents, communities and learners.

**Are there any priority areas?**

The theme for Maths Week Scotland 2021 is *Our World* linking to COP26 (Climate Change Conference) and the Climate Emergency. Through this theme we will be seeing how maths and data can identify and highlight the challenges and plan for the future.

This theme can also be interpreted more broadly through the Learning for Sustainability and Global Citizenship lens as maths in the world around us so feel free to be creative!

All applications will be considered carefully against the stated criteria for funding and we welcome any bid that seeks to address particular challenges in relation to remote and rural communities, opportunities for family and community engagement, and the provision of inspiring events and talks for school pupils.

**When can I apply and what is the maximum level of funding available?**

Applicants are invited to set out a reasonably-costed proposal that is realistic and achievable within the set timeframes. Bids will be assessed against a number of criteria including value for money. Your bid will be judged on a competitive basis with other applications that have been received.

The funding will be released in two tranches; the first will be open for applications 17 May to 3 June 2021 and the second 16 to 27 August 2021. We will aim to inform you of the outcome of your bid within ten days of the deadline for applications unless we make a separate arrangement with you where an earlier response is critical to securing plans.

For early learning and childcare providers and schools (or local authorities on behalf of collective ELCC and school proposals) there is no upper or lower limit to the amount of funding that can be requested.

For bodies that have a remit and receive funding for maths or STEM outreach and engagement activity, such as science centres and university outreach departments, we have set an upper limit at £2,000 and will consider bids only where match funding is in place (either from the host organisation or an additional investor). If you are an organisation interested in activity with a large reach requiring more than £2,000 in funding please contact k.oldfield@nms.ac.uk to discuss any alternative sources of funding.

Bids from other organisations will be assessed on a case-by-case basis against the criteria, aims and intended outcomes.

**How can I apply?**

The application form for the Fund can be accessed [www.mathsweek.scot/news/small-grants-fund-2021](http://www.mathsweek.scot/news/small-grants-fund-2021). You should complete all the relevant sections on the application form and keep a copy of the application form for your own records.

The application requires:

* A description of the activity proposed and an indication of who/how many will benefit from the activity and in what way. It is helpful for us to know, for example, how many pupils, of what age group(s), will be involved.
* A financial breakdown of the total expenditure involved. We appreciate that it is often unrealistic to provide a very detailed budget a long time in advance, but please supply as much information as possible.
* Details of any other applications made to support the activity and the dates when the results of such applications will be known. If non-financial support has been offered from other sources (e.g. staff giving up their free time to run an event, or another institution providing free accommodation for it) then it would also be helpful to know this.

The detail within applications should be proportionate to the level of funding requested, for example a request for the costs of coach travel for pupils to a local science centre event would require only basic information.

In some cases we may offer part-funding or conditional funding, or invite applicants to submit a modified version

**Application process:** You should apply by completing the online application at

<https://www.smartsurvey.co.uk/s/MWS2021/> by noon on Thursday 3 June. Applications submitted after this time or incomplete applications will not be considered.

**What happens next**? You will be informed as to whether your bid is successful by email. If your bid is £750 or less, the funds will be disbursed to you on provision of bank details. In the case of bids in excess of £750, funds will be disbursed on a transaction-by-transaction basis through direct payment of invoices. All awardees will be required to submit a brief report online detailing how the funds have been utilised.

Please contact laura.ross@gov.scot if you have any questions or would like to discuss your ideas.

**How will we assess your application?**

A panel representing the three bodies involved will assess how well your proposal meets the purpose of this competitive fund based on the following criteria:

|  |
| --- |
|  **Criteria** |
| How well does the proposal address the aims and intended outcomes of the Fund (in particular innovation)? |
| Impact and effectiveness – including aspects relating to reach and scale of the programme for a given level of funding. |
| Additionality – how your proposal could add value to or extend provision including reaching new audiences and delivery of new content and approaches. |

Your application will be assessed and scored against the above criteria and this will determine the amount of funding awarded. We will rank applications and funding will be distributed to allow as many activities as possible to take place. Anticipating the Fund being oversubscribed as it has been in previous years, we will look at geographical spread, sector spread and supporting innovation as additional features to ensure a varied spread and to recognise ambition.

You should also give consideration to the following:

* Be clear about what you will do and how you will do it;
* Provide the right level of detail – don’t leave any gaps but don’t overload on information either; and
* Ensure that your costings are realistic and in proportion to your plans.

**Additional information**

**1. Eligible costs**

Please see below some examples of eligible costs which you might consider in your proposed budget within the application form. Please contact us if you require any additional guidance regarding this.

* Reasonable travel and subsistence costs for school pupils to attend external events;
* Fees and associated costs for speakers and performers;
* Activities and events - including venue, catering, competition prizes;
* Teacher cover (for practitioners involved in the delivery/facilitation of activity rather than attendees);
* Purchase of digital resources or applications to aid online engagement, for example live streaming platform technology;
* Costs attached to the provision of resources, photocopying etc as part of activities such as escape rooms, maths relays and maths trails.

**Please note that the purchase of annual subscriptions to digital learning resources will not eligible.**

**2. Other sources of funding**

There is no requirement to find partnership funding but please let us know of other sources of funding you will be using to develop your activities such as:

* A contribution from your own organisation, either financial or in-kind;
* Funding from public organisations and local enterprise companies; and
* Grants from trusts and foundations.

**3. Conditions of award**

* Your proposal should respond to the intended aims and outcomes of the Fund as stated in this guidance document;
* Applications can only be considered if they meet the funding criteria;
* All activity is to be provided on a non-commercial basis and must be available free of charge to participants;
* Successful applicants may be asked to provide additional information regarding numbers, impact etc to feature in a report of activity during Maths Week Scotland 2021.
* Successful applicants
	+ should not make changes to the project without notifying us first; and
	+ should carry out the project in line with the timescales given in the application.

**4. Publicity**

Information on funding awarded may be made public by the Scottish Government, the Edinburgh Mathematical Society or the Glasgow Mathematical Journal Trust. If you are successful in your funding bid then we will also ask you to include information of the grant fund in your promotional materials and through your event.

**5. Openness and accountability**

Reports from information you supply within your application and from comments made on your application by external assessors and staff members will be held digitally. The information you supply will be made available to those assessing your application.

For the purposes of the Freedom of Information (Scotland) Act 2002 (FOISA) Scottish Government is obliged, as a Scottish public authority, to make your information (which will include your application) available by anyone making a Freedom of Information request.

By submitting your application, you waive any right to raise any type of legal proceedings against Scottish Government as a consequence of, or in contemplation of, any disclosure of the contents of your application in response to an information request made under FOISA.

**6. Information that we may release**

If your application is successful, we will release the following information from your funding application if we receive a FOI request:

* Your name;
* The amount of funding requested; and
* The summary description of your project.

Information on numbers of people expecting to participate will contribute to data that is held by the Maths Week Scotland project for the purposes of monitoring reach and engagement.

**7. Data protection**

Information supplied by you in support of your application will be stored on our records system. The data we hold may be used for the following purposes:

* To report statistics
* To assess applications
* For accounting purposes
* For contacting you.

Your name, address and contact details will be held on our records system. We will use this information to correspond with you. We will not forward your details on to any other organisations.

The details of your application may become public information. However, your personal details will be held by us and only our staff, appointed auditors and those involved in assessing or monitoring awards will have access to them.

You have a right under the Data Protection Act 2018 to see the information we hold on you.  By signing your application form you are agreeing that we can use your information as shown above.

**“Data Protection Laws”** means any law, statute, subordinate legislation, regulation, order, mandatory guidance or code of practice, judgment of a relevant court of law, or directives or requirements of any regulatory body including the Data Protection Act 1998, the Data Protection Act 2018 and any statutory modification or re-enactment thereof and the General Data Protection Regulation (GDPR). For more information on the Data Protection Act 2018 see <https://ico.org.uk/for-organisations/data-protection-act-2018/>

1. It is recognised that for various reasons activity may take place outwith Maths Week Scotland dates, please advise if that is to be the case and state why. [↑](#footnote-ref-1)