|  |  |  |
| --- | --- | --- |
| **Section 1: About your organisation – diversity, equity and inclusion data** | | |
| The data that we are collecting and the language used in this section of the form are based on the [**DEI Data Standard**](https://www.funderscollaborativehub.org.uk/collaborations/dei-data-standard)**.** Please answer the questions to the best of your ability. Questions marked with an asterisk (\*) are mandatory. All others are optional.  **Why we are collecting this data**  PHF is committed to centring diversity, equity and inclusion issues within our work. We want to ensure our funding is reaching communities most affected by systemic discrimination and oppression. More information about how we are doing that can be found on our [**website**](https://www.phf.org.uk/about-phf/#diversity-equity-and-inclusion).  **How we will use the data**  We would like to understand more about the purpose and leadership of the organisations that we are supporting. This information will help us to understand our applicants and grantees, identify any imbalance in our funding and help us to improve.  ***We will use the information you provide as part of your application assessment.***  If you are successful in being awarded a grant, then the responses you provide in question 6 may be included in data published about our grants to support our transparency and accountability on our grant-making.  If you are not successful in being awarded a grant, then **we will not publish** any information that relates solely to your organisation. Any information that we share or publish will be aggregated with information from other grant applicants, and details for your organisation will not be identifiable.   Our [**Privacy notice**](https://www.phf.org.uk/privacy-notice/) provides further detail about how we will use this information.  If you would like to opt out of publication of the data you have provided in question 6, or you are concerned about potentially disclosing sensitive information as part of this, let us know in questions 8 and 9.  **Feedback – Diversity, equity and inclusion data**  We know that these issues are sensitive and that the language used to describe different identities is contested and evolving quickly.  We welcome feedback on our approach and the language used. If you would like to comment, please email: [**DEI@phf.org.uk**](mailto:DEI@phf.org.uk) or complete this [**anonymous survey**](https://www.surveymonkey.co.uk/r/FCB5565)**.**  Any feedback you provide will be dealt with confidentially and will not impact your relationship with PHF. | | |
| **About the mission or purpose of your organisation** | | |
| **Question:** | **Answer** | |
|  | **Type** | **Other Info** |
| 1) \*Is there a specific community that your organisation is dedicating to serving?   This might be referenced in the governing documents, strategy or public facing materials.  Please select from the list below to reflect who your organisation is intended to support. Please indicate as many as apply or select ‘None of the above’ if this does not apply to your organisation. | Tick box selection | Tick as many that apply   * Communities experiencing racial inequity * Faith communities * People who have migrated and/or have experience of the immigration system * Deaf, Disabled and/or Neurodivergent People * Older and/or younger people * Women and girls * LGBTQI+ People * People who are educationally or economically disadvantaged * None of the above |
| **Question:** | **Answer** | |
|  | **Type** | **Other Info** |
| 2) Does your organisation target, or is it restricted to serving, people with other types of lived experience that are not included above? Please describe below.  *Examples: Men and boys; Care experienced young people; People recovering from alcohol addiction; People with experience of the criminal justice system* | Free Text | Fill in your own details |
| **About the leadership of your organisation**  We would like to understand more about the leadership of the organisations that we are supporting and how it relates to the mission of the organisation. | | |
| **Question:** | **Answer** | |
|  | **Type** | **Other Info** |
| 3) \*How many people in your organisation are in Board / trustee positions? | Free Text | Fill in your own details |
| 4) \*How many people in your organisation are senior staff? | Free Text | Fill in your own details |
| In line with the [**DEI Data Standard**](https://www.funderscollaborativehub.org.uk/collaborations/dei-data-standard)**,** we define an organisation as being led by specific communities or groups if at least 75% of the Board of Trustees / Management Committee **AND** at least 50% of senior staff self-identify in this way.  Please answer the following questions to the best of your knowledge. If you need assistance calculating the percentages, please use this tool [**here**](https://percentagecalculator.net/)**.**  If you tick Question 5, please select 'Don't Know' to Questions 6a – h. | | |
| **Question:** | **Answer** | |
|  | **Type** | **Other Info** |
| 5) We don’t collect this data and/or we are not in a position to answer these questions at the moment | Tick Box | Optional tick box |
| **\*6) What percentage of your organisation’s leadership self-identifies in the following areas:** | | |
| \*6a) Communities experiencing racial inequity | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*6b) Faith communities | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*6c) Communities with lived experience of the immigration system | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*6d) Deaf, Disabled and/or Neurodivergent People | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*6e) Older and/or younger people | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*6f) Women and Girls | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*6g) LGBTQI+ people | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*6h) People who are educationally or economically disadvantaged | Dropdown Selection | Select 1 from the following:  Board of Trustees / Management Committee:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know   Select 1 from the following:  Senior staff:   * 0%; * 1%-24%; * 25%-49%; * 50%-74%; * 75%-100%; * Don’t know |
| \*7) Does the majority of the leadership of your organisation identify with other types of lived experience that are not included above?  If so, please describe below. **Please do not include any information that may identify specific individuals.**  By this we mean if **75% or more of the Board of Trustees/ Management Committee AND 50% or more of senior staff** self-identify as from a community or characteristic.  *Examples: Men and boys; Care experienced young people; People recovering from alcohol addiction; People with experience of the criminal justice system.* | Free Text | Fill in your own details |
| If there is any additional information you wish to share about how your organisation is approaching issues relating to diversity, equity and inclusion with your staff, volunteers or for those you work with, please do so here. | Free Text – Max 200 words | Fill in your own details |
| **Publishing this information** | | |
| **Question:** | **Type** | **Answer** |
| 8) If you would like to opt out of any publication of data provided in question 6, tick here. | Tickbox | Optional tickbox |
| \*9a) Do you feel that the information provided about the people you support or your leadership may disclose sensitive information that should not be shared externally (e.g. information about identifiable individuals)? | Drop down selection | Select 1 from the following:   * Yes * No |
| 9b) If Yes, please describe | Free text | Fill in your own details |

|  |  |  |
| --- | --- | --- |
| **Section 2: Teacher Development Fund application form** | | |
| **Teacher Development Fund** | | |
| **Question:** | **Answer** | |
|  | **Type** | **Other Info** |
| *Before filling in this application form please ensure that you are familiar with the Teacher Development Fund (TDF) guidelines and other materials provided on the* [*PHF website*](https://www.phf.org.uk/funds/tdf/)*. These guidelines, together with introductory films, blogs, details of the TDF pilot projects and the pilot evaluation report provide important information about the Fund, its priorities and approaches.* | | |
|  |  |  |
| \*What is your organisation's name? | Free Text | Fill in your own details |
| What is your organisation's legal name? | Free Text | Fill in your own details |
| If your organisation is known by any other name, please give that name as well | Free Text | Fill in your own details |
| \* Please briefly describe your organisation and the type of work that it does: | Free text – max 50 words | Fill in your own details  The description might include the type of organisation e.g. a school, theatre company, and some brief account of the distinctive features of that organisation, for example, size, location, the type of work it undertakes or the type of people it typically works with. e.g.? A theatre company working with children and young people in the Wirral? |
| \*Organisation address details: Building no, Street, Town/city, Postcode | Free Text | Fill in your own details |
| \*Organisation Telephone number | Free Text | Fill in your own details |
| General email address for your organisation | Free Text | Fill in your own details |
| Organisation website (if applicable) | Free Text | Fill in your own details |
| \*Organisation Legal status | Dropdown selection | Select from:   * Registered Charity * Company (limited by shares) * Charitable Incorporated Organisation (CIO) or Scottish CIO * Unincorporated Association * Community Interest Company * Industrial and Provident Society * Trust * Other |
| \*In which year was your organisation established?  (This was the year your organisation became a legal entity | Free Text | Fill in your own details |
| Charity number (If applicable) | Free Text | Fill in your own details |
| If applicable, when was your organisation registered as a charity? | Date Selection | Select from Calendar pop up |
| Company number (If applicable) | Free Text | Fill in your own details |
| If applicable, when was your organisation registered as a company? | Date Selection | Select from Calendar pop up |
| \*What was your organisation's income in the last financial year? | Free Text | Fill in your own details |
|  |  |  |
| \*Lead contact details for the application:  First name, Last name, Telephone number, Email Address | Free Text | Fill in your own details |
| \*First and Last name of Chief Executive/Headteacher of lead organisation | Free Text | Fill in your own details |
| \*Email address of Chief Executive/Headteacher of lead organisation | Free Text | Fill in your own details |
| \*role to confirm | Dropdown Selection | Select from:   * Trustee * Chief Executive * Headteacher |
|  | | |
| **Cohort Learning Programme**    Teacher Development Fund grantees are required to take part in the free Cohort Learning Programme.  If you are successful in securing support through this Fund, we will contact you to let you know and invite you to accept the offer of a grant by returning a signed copy of a Grant Terms & Conditions form.  You will then receive details of the Cohort Learning Programme, which will also be shared briefly during the application process.  We would like to communicate with the Cohort as one group, please indicate below your permission for us to share your contact details with your Cohort group.    We are happy for our contact details to be seen/shared by our Cohort group, if we are successful in receiving a grant. [Select: Y/N]    (Please note, your details will not be shared if you are not successful) | | |
|  | | |
| *Teacher Development Fund Webinar*    *A webinar for prospective applicants to Round 5 of the Teacher Development Fund took place in October 2021.*  *You can* [*view the Webinar on our website*](https://www.phf.org.uk/funds/tdf/#how-to-apply) *where a written transcript is also available.*  *This webinar covered questions regarding the application process, what we are looking to fund and a look at successful applications. The purpose, criteria and application process for Round 7 remain the same. However, please note that the deadline for submission of Round 7 applications is Monday 13th November 2023 at 12 noon.*  *We strongly encourage applicants to the fund to view the webinar before applying.* | | |
| \* I have viewed the webinar | Dropdown Selection | Select from:   * Yes * No |
| *The purpose of the Teacher Development Fund is to support delivery of effective  arts-based teaching and learning opportunities in the primary classroom, and to  embed learning through the arts in the curriculum. It aims to do this through supporting  teachers and school leaders to develop the necessary skills, knowledge, confidence  and experience.* | | |
| \* Are you a school or arts / cultural organisation? | Dropdown Selection | Select from:   * School * Arts/Cultural organisation * Other |
| What partners do you intend to work with on this project? | Free Text – max 100 words | Fill in your own details |
| \*Where will this work take place? | Box Tick Selection | Select all that apply:   * East of England * East Midlands * London * North East * North West * South East * South West * West Midlands * Yorkshire and the Humber * Northern Ireland * Scotland * Wales |
| \*Which art forms are the focus of this work? | Box Tick Selection | Select up to 5 -   * Cross artform i.e the purposeful intersection or combination of more than one artform, including interdisciplinary work * Multiple artform – using more than one artform, but separately e.g. multi arts venues * Crafts * Creative writing (incl poetry) * Dance * Design * Digital Arts/Media * Film * Written and spoken word * Music * Opera * Photography * Theatre / Drama * Visual Arts * Other |
| \* Please tell us about the arts-based content/processes and the curriculum area(s) you intend to focus on. | Free Text – max 200 words | Fill in your own details |
| \* What areas of teachers’ knowledge and practice do you hope to develop? | Free Text – max 200 words | Fill in your own details |
| \* How will your approach support pupils experiencing inequity to overcome barriers to learning? | Free Text – max 200 words | Fill in your own details |
| \* Please tell us briefly about your proposed Teacher Continuing Professional Development and Learning (CPDL) model. | Free Text – max 200 words | Fill in your own details |
| \*How did you hear about the Teacher Development Fund? | Dropdown Selection | Select 1 from the following:   * Event or Conference * Online search * Word of mouth * Social media: Facebook * Social media: Twitter * Social media: LinkedIn * Social media: Instagram * Social media: other * Other |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Safeguarding children and vulnerable adults** |  |  |
| All Paul Hamlyn Foundation funded organisations, individuals and projects that work with children and young people or vulnerable adults are required to have safeguarding and digital safeguarding policies and active procedures in place. Please read Paul Hamlyn Foundation’s own [**safeguarding policy**](https://www.phf.org.uk/wp-content/uploads/2019/09/Paul-Hamlyn-Foundation-Safeguarding-Policy.pdf) | | |
| \* Do you have a safeguarding and digital safeguarding policy for children and vulnerable adults? | Dropdown Selection | Select 1 from the following:   * Yes * No |
| If you have answered Yes to the above please continue to enter the relevant information below:  (We recognise that some organisations may have their policies as separate documents, therefore please upload your versions on the most appropriate link below). | | |
| Safeguarding policy & Digital safeguarding policy - Children & Young people | File Document upload | If applicable - You are required to upload your documents |
| When was the last time your safeguarding policy was formally reviewed? | Free Text – max 100 words | Fill in your own details |
| When was your safeguarding policy last discussed at Board level? | Free Text – max 100 words | Fill in your own details |
| Who is the designated safeguarding lead in your organisation? | Free Text – max 100 words | Fill in your own details |
| What safeguarding training is undertaken by your employees and others working with your organisation (e.g. Board, volunteers)? | Free Text – max 100 words | Fill in your own details |
| How do you ensure that any partners, contractors or freelance employees involved in your work with children or vulnerable adults have appropriate levels of safeguarding awareness / training? | Free Text – max 100 words | Fill in your own details |