

**Frequently Asked Questions**

**Can I make a joint application with another teacher?**

We understand that these types of projects are often time consuming and best split up, so there is no problem in applying with another teacher. For simplicity of correspondence though, we ask to be provided with the details of just one person to be the main contact for the project. This will be the teacher accountable for the project.

**I work at a private school / in a school with very little disadvantage, can I still apply?**

We welcome applications from teachers from all areas and all types of schools. Our only stipulation is that the children targeted have some indicator of economic disadvantage. For example, two previous winners were from private schools, but ran their projects for disadvantaged children from other schools in the local area.

**I work in a Pupil Referral Unit, can I still apply?**

As long as you are a qualified teacher and your project targets disadvantaged students you can apply.

**I am Teaching Assistant / Learning Support Assistant. Can I apply?**

A qualified teacher needs to lead the application, but often delivery of the project is supported by Teaching Assistants and Learning Support Assistants.

**I have my own educational company. Can I apply?**

We are only interested in funding qualified, practising teachers based in England. If you are successful, we will pay the grant via a school, so please ensure you have an agreement from a school to receive the grant on your behalf.

**I’m not sure exactly how long my project will run for or how many hours it will be. Is it OK if I provide an estimate, as it may be subject to change?**

We understand that scheduling and contact hours can be subject to change, but please plan as accurately as possible. This also applies to your budget.

**What data should I use to report on the outcomes of the project? Does it have to be data from standardised tests? Can I use questionnaires?**

For attainment data, we encourage you to use the data your school already collects from standardised tests e.g. progress measures of word descriptors or levels, optional SATS or SATS, GCSEs, A-Levels etc. For any other outcomes, data from questionnaires or other evaluation tools are fine. Further support will be given if you are awarded a grant.

**You ask for some information about my background. Is that my professional background, or academic, or personal?**

Feel free to interpret this as you wish. You can tell us about any previous jobs, anything from your own personal background, or your teaching background that will be of interest and relevance to your application.

**In my budget, can I charge for my own time?**

Yes. We completely understand that you may have to take time out of school hours to organise, prepare, or run the project so we are happy to accept applications with this included in the budget. We will also pay for cover should you need to take time out of the classroom to design and deliver the project.

**As part of my project I want to invest in new technologies to be used in the classroom, how much equipment can I buy?**

We will not fund projects where equipment costs make up more than 50% of the total budget. While we are interested in seeing innovative uses of technology, we believe it is the teaching and pedagogy that should drive the project. Moreover, if equipment costs are too high then it will be difficult for the project to be replicated or expanded into other schools.

**I’d like to apply but I’m a bit nervous about presenting my idea in front of people, what will this involve?**

If you are shortlisted, you will have the opportunity to explain your idea in more detail to a group of 2-3 people: comprising a SHINE staff member and 1-2 SHINE trustees, partners or friends of SHINE, including some past Let Teacher SHINE winners. The presentation will give you an opportunity to explain your idea in person and answer questions. We aim to keep the format informal and friendly. Let Teachers SHINE is as much about investing in great teachers as it is supporting great ideas, and so we feel it is really important that we have the chance to meet applicants in person.

You will spend the first 5-10 minutes presenting your idea, followed by an informal conversation lasting around 30 minutes. You are welcome to bring along a colleague, for example someone else who is developing the idea with you or who could help explain your idea or the context for your idea. We plan to hold these presentations in Leeds and London in early June (locations will be confirmed once the shortlisting is complete).

**I have a lot of evidence to support my application. Can I include this with my application?**

The additional information you provide should be limited to section H. If you are shortlisted to get through to the next stage, you will be able to bring any further information with you then.

**Please read our** [guidelines](https://www.shinetrust.org.uk/wp-content/uploads/LTS-Application-Guidelines-2019.docx) **if you have not done so already for more information.**

If you have any further questions or would like more information, please get in touch at [info@shinetrust.org.uk](mailto:info@shinetrust.org.uk) or give us a ring on 0113 280 5872.