



## Make It ClickFund 2019/2020 - Portsmouth & South East

### **Introduction**

Good Things Foundation is delighted to invite Online Centres in the South East, with a specific focus on Portsmouth, to apply for funding to deliver the Make It Click project in partnership with Google.org. Delivery for this round of funding runs from **Monday 4th November 2019 to Friday 30th October 2020**, and we'll be offering three contract sizes that Online Centres can apply for: *£1,250, £2,500 and £5,000*.

Currently 11.3 million adults in the UK lack one or more of the basic digital skills, and 7.4 million of these have some skills but are considered limited users of the internet. Good Things Foundation, funded by Google.org, are creating a new programme of work to help 30,000 individuals who use the internet in a limited way gain the confidence and digital skills they need to 'thrive online' - becoming regular, confident, capable and safe users of digital technology.

The 'Everyone Thrives Online' programme aims to help adults achieve positive life and work outcomes, particularly around employment, by supporting them to understand how digital skills can change their life, and give the practical skills and knowledge to build their confidence to do so.

We're seeking Online Centres who currently support employed and unemployed learners, those who are socially excluded, or those who run small businesses, to deliver projects that help people progress in their career to realise positive life and work outcomes through a programme of tailored support. Online Centres will be expected to engage learners, assess their skills gaps and provide face-to-face and online support.

If you're interested in applying for grant funding, please read the following guidance. Applications will **open at 9am on Monday 23rd September and closes at 5pm on Friday 18th October 2019** [via the Online Centres Network website](#).

To support delivery Good Things Foundation is pleased to launch a new learning platform, the '[Digital Skills Directory](#)'. Learners accessing the website will find a variety of reliable, free resources from around the web, made up of guides, videos, blogs, news articles and much more. These are split into six areas:

• Email	• Documents
• Spreadsheets	• Presentations
• Social media	• Online security

**NB: Over the course of the project the Digital Skills Directory will be continually updated based on feedback from Online Centres and learners about the types of resources learners require.**

We'll be adding additional functionality and resources over the course of the project - eg. specially curated resource 'playlists' based around a specific outcome or theme (eg. *applying for a job*) rather than subject. Currently, learners can build their own playlists and save resources they're interested in using more than once or use at a later date.

Learners can be supported on the Digital Skills Directory in a group setting or on a one-to-one basis.

Alongside the grant funding and new website Good Things Foundation is running a two-year awareness raising and engagement campaign called 'Make it Click'. This campaign will focus on the regions where the Make It Clickfunding programme runs, to engage and inspire individuals to change their lives by developing their digital skills and confidence. The campaign will include marketing materials and merchandising for Online Centres, a dedicated campaign website (including a map of Online Centres on the project), and street level marketing activity in and around Portsmouth.

This is an experimental programme for Good Things Foundation - we'll be developing our approach and resources during its two year delivery with Online Centres and Google to enable us to scale and maximise impact.

### **The project**

On application, candidates will be expected to pick which of the following contract sizes they would like to deliver. If successful, based on the score of an application, a higher or lower contract size may be offered. It is then up to the Online Centre whether to accept.

<u>Contract Size</u>	<u>£1,250</u>	<u>£2,500</u>	<u>£5,000</u>
Total number of people logging into or registering on Learn My Way, engaging with the Digital Skills Directory and completing the learner survey	31	63	125
To be counted as a fundable 'completion', each registered learner would be expected to fulfill one of the following criteria.			
There will be a check box next to each resource that learners can tick once they have finished with it (feature still in development), and a way for tutors to feedback how much time was spent on each via a Capture IT tool.			
1) High level of engagement with resources <i>Engage with at least 2 resources for 30 minutes or more</i>			
2) Medium level of engagement with resources <i>Engage with at least 5 resources for more than 30 minutes or more</i>			

<p>3) Low level of engages with resources  <i>Engage with at least 10 resources for more than 30 minutes or more</i></p>			
<p>NB. This is an experimental project for Good Things Foundation, allowing us to create and test brand new resources and approaches to reaching and delivering learning for this new audience - <i>limited</i> users of the internet.</p> <p>We'll be reviewing the success of all elements of the project at regular stages - including the delivery model, learning resources, centre training and more. As such, the nature of the above deliverables may change during the duration of the contract.</p> <p>You will be fully informed by a member of the Good Things Foundation team should what you are being asked to deliver as part of the project change.</p>			
<p><i>Number of longitudinal case study leads to be provided about learners supported through the project</i></p>	1	1	2
<p><b>All successful organisations will also be required to:</b></p> <ul style="list-style-type: none"> <li>• Participate in Get Online Week 2020 (dates to be confirmed), and promote the Digital Skills Directory to the learners over the course of the week.</li> <li>• Take part in up to three short phone calls with a member of our research team to help evaluate the projects impact and develop the Digital Skills Directory.</li> <li>• Help facilitate the Good Things Foundation Research team to communicate with learners to help us better understand their experience and challenges, either through a focus group or an informal interview.</li> </ul>			

The criteria listed above is subject to change during the course of the project as we work with Online Centres involved to improve the project over the 12 month period.

### **Payment Schedule**

Payments will be released in four equal stages during the course of the project. These are as follows and are dependent on performance:

October 2019 - *25% of total contract*

January 2020 - *25% of the total contract (subject to performance)*

April 2020 - *25% of the total contract (subject to performance)*

July 2020 - *25% of the total contract (subject to performance)*

### **Eligibility Criteria**

- Organisations applying for this funding round must be located in the South East of England. Priority will be given to organisations within or closer to Portsmouth.

• To be eligible for funding organisations must be members of the Online Centres Network at least three days prior to the application deadline. To allow time to process your application please make sure your application has been submitted [via the Online Centres Network website](#) one week prior to the application deadline.

If you have any questions about whether you meet the eligibility criteria contact the Network team on 0114 3491666 or by sending an email to [hello@goodthingsfoundation.org](mailto:hello@goodthingsfoundation.org).

## Funding Rules

**To ensure that Good Things Foundation can fund as many different organisations as possible, that no centre is over stretched and to mitigate double counting across different contracts, the following funding rules are in place.**

### No organisation will

- be able to receive more than £40,000 between 1 April and 31 March of the current financial year\*
- be awarded more than 2 grants per funding round\*
- be able to deliver across 4 or more contracts\*

*\*Unless explicitly agreed by Good Things Foundation before an application is submitted.*

**Terms and Conditions are in place for all project delivery and they must be adhered to by centres and Good Things Foundation.**

## Project timeline

Below are the key milestones of the project:

1	Launch of online application	Monday 23rd September 2019
2	Deadline for applications	Friday 18th October 2019
3	Application assessment period	Monday 21st to Thursday 24th October 2019
4	Communication of results to applicants	Friday 25th October 2019
5	Mandatory one hour training webinar	Wednesday 30th October, 2:30pm
6	First payment awarded	October 2019

7	Project start and finish	Monday 4th November 2019 to Friday 30th October 2020
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The above dates are subject to change but should this need to happen we will communicate it to Online Centres by email with as much notice as we can give.

### **Application: Questions & guidance**

To apply to deliver the Make It Click Portsmouth & South East project you'll need to be able to answer the following questions.

#### 1. Governance

- 1.1. Who should we record as the key decision maker?
- 1.2. Has this person been in post for more than 12 months?
- 1.3. Is your organisation registered with Companies House?
- 1.4. If yes, please tell us your Companies House number or registered charity number.
- 1.5. Has your organisation been incorporated for more than a year?

#### 2. Contract options

- 2.1. Which of the three contract sizes would you like to apply for? (£1,250, £2,250 or £5,000)
- 2.2. If you are unsuccessful with your preferred contract would you be prepared to receive a lower one?
- 2.3. Please give us a description of where the learning will take place.

#### 3. Audience

- 3.1. Please tell us which of the following groups you will support during the project (*'Unemployed learners who are looking for work', 'Employed learners who are looking to progress their career' or 'Combination of the above - currently unemployed and employed learners'*)
- 3.2. What experience do you have in supporting this particular group of people? Think about the following in your answer:
  - Provisions that are already in place at your Online Centre to engage this group.
  - Any real life examples or case studies of people you have supported.

- *Relevant evidence or statistics to demonstrate your experience.*

*(500 words maximum)*

#### 4. Delivery

4.1. Please tell us more about how you will deliver the project, and exactly how the funding received from Good Things Foundation will be spent and what it will allow you to do? We want to know:

- *What you plan to do (outputs) and what the effect will be (outcomes).*
- *Who will benefit from your project?*
- *Who, if anyone, will you work with to deliver the project?*
- *How will you use and embed the Digital Skills Directory at your Online Centre?*
- *How will you spend the funding, giving estimate amounts where possible.*

*(500 words maximum)*

4.2 Thinking about how you'll engage with new learners, what methods do you plan to use? Think about the following:

- *What marketing strategy you will use and what activities you plan to do?*
- *Which partners do you work with, or which partnerships will you form, to help deliver this project?*
- *Which networks or organisations will you work with to engage new learners?*
- *How you plan to take part in Get Online Week in October 2019 to help you engage new learners?*
- *How do you plan to engage with the Make it Click campaign in the area?*
- *Are you planning to run any of your own campaign to engage with this audience?*

*(500 words maximum)*

4.3 What do you think the challenges will be when encouraging learners to engage with the Digital Skills Directory, our new learning platform?

*(500 words maximum)*

#### Review, submit and confirmation

Before submitting please review the information you've provided and ensure it's in line with the guidance. You can save your application before submitting by selecting 'Save and Continue'. Once you have done this and are happy that your application is ready to submit, scroll to the bottom of the page and click the Submit button. *Please note, once you have submitted your application you will be unable to edit the content.*

You will get confirmation on this page that your application has been submitted and

when you can expect to hear an outcome. To review your submission by visiting the 'Manage Your Funding' page and selecting 'Your Applications'. If you need to contact a member of the team about the questions or application process please email [grants@goodthingsfoundation.org](mailto:grants@goodthingsfoundation.org) or call 0114 349 1634.