

NextGenArden – Guidelines for Applications to NextGenArden

Introduction

NextGenArden is a charity established to provide support to young people who live in Arden, or have a direct connection to Arden, to assist them in furthering their post school education, apprenticeship or career.

These Guidelines relate to how applications for financial support are received, processed, and a decision reached on the suitability of the application. The Guidelines provide timescales for the consideration of applications and the method by which applicants will be advised of the outcome of their application. They also indicate how young people can contact the charity to discuss their proposal either online or in person.

The Application Process

1. Application forms for support can be downloaded and sent to contact@nextgenarden.com. Applications submitted via email must be attached in PDF format; submissions in any other file type will not be processed.
2. Applicants can meet in person with trustees at Glen Oakes Housing Association by appointment through the website. If candidates are in education, trustees will see another nominated family member or friend to discuss the generality of the proposed application.
3. Applications can be made for funding for items which will enhance the candidate's opportunity to gain employment or further education. Grants will be considered for such things as computer technology, driving lessons, clothes for an interview, tools for apprenticeships, books, bus passes and fees for exams. These examples are not exhaustive so any item that will enhance the employment or further education of the young person will be considered.
4. In general terms, when funding is approved arrangements will be made to pay the supplier of the items approved by trustees. Only on occasions when that is not possible will bank transfers be sent to applicants. On these occasions candidates will be required to provide proof of purchase.
5. Applications will be considered from candidates aged between 16-26 years of age who must be able to demonstrate a connection to Arden. In exceptional circumstances applicants may be considered out with the age group.
6. Applicants are required to give details of at least one person who can provide a reference. School teachers, housing officers, doctors, social workers, members of the clergy, youth workers or other professionals or employers will be considered as appropriate.

7. When an application has been received by trustees it will be acknowledged within 14 days.
8. All applicants will be notified of the outcome of their application within 4 weeks of the date of receipt of the application.
9. Successful applicants will be contacted to confirm the timescale for providing financial support.
10. Unsuccessful applicants who meet the age and association with Arden criteria will be able to reapply for support and will be given the opportunity to meet with trustees to discuss what might be considered as a possible item for funding from the charity.
11. In the event that a candidate is unsuccessful in their application and wishes to appeal the decision the trustees will be happy to meet with them and provide feedback.
12. Applicants/Candidates can apply for more than one grant.
13. If the amount requested or the nature of the request is out-with the scope of NextGenArden trustees will try to signpost applicants to other relevant charities.