

Application Form Guidance: Completing Section 4

The Legal Education Foundation aim to give prospective applicants the best possible opportunity to describe the projects they are seeking funding for, whilst ensuring that the application process is as simple as possible. In order to learn from each grants round, we are keen to gather descriptive data on the applications we receive, to help us to better understand emerging areas of demand for funding and to aggregate information across our portfolio of grant applications. The questions under Section 4 of the application form are designed to help us achieve these aims. This document provides guidance on completing this section of the form- please read carefully before submitting an application. Notes for applicants who are applying for funding to conduct research are signposted throughout this document.

Fit with Foundation's Objectives

Foundation Objective and Additional Objective

To be successful, applicants must demonstrate that the project they are seeking funding for advances one or more of our strategic objectives. All applicants must select **one objective** from the drop down menu labelled "Foundation Objective" and **any objectives** addressed by their project from the drop down menu labelled "Additional Objective".

Note for research applications

If you are applying for funding to carry out research please select the "Foundation Objective" that your research project relates to and "Develop a robust evidence base" from the drop down menu labelled "Additional Objective".

Geographical Area of Impact

At present, The Legal Education Foundation only funds projects in the UK. We are keen to understand more about the geographical distribution of the projects we fund. Please select the area of the UK that best describes the area where your project will have impact.

Examples

If you are applying for funding to conduct research into the experience of family court users across England and Wales, please select “England and Wales” from the drop down menu.

If you are applying to conduct public legal education activities in schools in Bristol, please select “South West” from the drop down menu.

Select the Area of Law that your project focuses on

The aim of this question is to help TLEF to better understand the area of law your project focuses on. Please be as specific as possible in your answers, and only use the “Other - please specify” option as a last resort.

From the first drop down menu you will be asked to select from five options, these are:

A. Civil Law- Applicants whose projects target areas of law that apply to regulated relationships between individuals and in some cases, regulated relationships between individuals and public bodies should select this category.

B. Criminal Law- Applicants whose projects target areas of law that govern wrongs against society as a whole and result in prosecution by the state should select this category.

C. Family Law: Applicants whose projects target areas of law relating to the regulation of close emotional relationships and relationships between adults, children and the state should select this category.

D. Legal System: Applicants whose projects focus on improving knowledge and understanding of the legal system as a whole, through for example, teaching students about concepts such as the rule of law, or organising visits to courts, prisons and/or tribunal settings, should select this option.

E. Other, please specify: Applicants whose projects fall outside the above four categories should select this option. Please note however, that this must only be selected as a last resort- it is very unusual that a project receiving TLEF funding will fall outside of the above four categories.

When you select one of options A-D above a second drop down menu will appear, this lists a further set of options for you to select. Please select the area of law that most closely reflects the area of law your project applies to. If your project applies to more than one of these areas, please select the option “All, many, non-specific”.

Examples

If your project aims to improve thinking, training and practice in the application of the law relating to welfare benefits, please select “Civil Law” in the first drop down menu. A second drop down menu will then appear: in this menu please select “Welfare Benefits”.

If your project aims to improve thinking training and practice in more than one area of civil law, please select “Civil Law” from the first drop down menu. From the second menu, please select “All, many, non-specific”.

Project Description

End Beneficiary

TLEF are keen to collect data on the group or groups of people who will ultimately benefit from the projects we fund. For this reason, we request that applicants identify the group or groups of people that their project is aimed to help.

Please read the options listed in the drop down menu next to “End beneficiary”. If your project specifically aims to address the needs of a particular group, either through working directly with that group, or through training others to provide legal advice, education or services to that group please select the option that best describes the group or groups your project is aiming to help.

If your project is not aimed at helping any of the groups listed here, please select “Other - please specify”.

Examples

If your project aims to improve the legal understanding of children through delivering legal education to young people in primary schools please select “Age Group” from the drop down menu. A second drop down menu will appear, please select: “Children (0-15)”

If your project aims to help survivors of domestic violence to access legal advice through training health professionals to better identify and refer cases of domestic violence to specialist legal advisors, please select “Survivors of Domestic Violence” from the drop down menu under “End Beneficiary”.

Notes for applicants seeking funding for research

TLEF is committed to funding research that assists us to better understand issues relating to our strategic objectives.

If you are submitting an application for research, we are keen to better understand how the outputs of that research will benefit particular groups. Please view the list of groups in the drop down menu next to “End Beneficiary”. If your research is specifically aimed at helping to better understand the issues relating to public understanding of the law/thinking training and practice/access to employment as they impact on a particular group or groups of individuals, please select the option that best reflects this group or groups from the drop down list next to “End Beneficiary”.

For example, if your research project aims to collect evidence for the barriers to accessing justice faced by women who experience pregnancy discrimination in the workplace, please select “Pregnancy and Maternity” from the drop down menu next to “End Beneficiary”.

Intermediary

We are keen to understand in detail how your project aims to assist the group you have identified as the “End beneficiary” above. If your project aims to assist a particular group through improving the legal understanding of others who work with that group, please view the options listed under the drop down menu next to “Intermediary”. We understand that not all projects involve working through intermediaries, if this is the case in your project please select “Not applicable” from the drop down list.

Examples

If your project aims to help survivors of domestic violence to access legal advice through training health professionals to better identify and refer cases of domestic violence to specialist legal advisors, you would select “Survivors of Domestic Violence” from the drop down menu under “End Beneficiary” and “Health professionals” from the drop down menu next to “Intermediary”.

If your project aims to help survivors of domestic violence to understand their legal rights and access legal advice through working directly with survivors of domestic violence, please select “Survivors of Domestic Violence” from the drop down menu under “End Beneficiary” and “Not applicable” from the drop down menu next to “Intermediary”.

Notes for applicants seeking funding for research

If your research project aims to generate evidence around the barriers to accessing justice faced by women who experience pregnancy discrimination in the workplace, please select from “Pregnant/Breastfeeding/On maternity leave” from the drop down menu next to “End Beneficiary” When completing the section entitled “Intermediary” please select the primary audience for your research e.g. if your project aims to influence policy makers at a local level to address the barriers to accessing justice faced by women experiencing pregnancy discrimination in the workplace, please select “Public Servants”.

Please describe the problem that your project seeks to address

Please use this section to describe in no more than 200 words the problem that your project aims to address. For example, if your project is aimed at addressing low levels of legal understanding amongst individuals with irregular immigration status, please state this here.

Notes for applicants seeking funding for research

If applying for funding for research, please use this section of the form to describe the issue that you intend to research and explain why it is important that this research is conducted.

Please provide evidence of this problem

Please use this section to explain how you know that this problem exists, and provide evidence for the nature and scale of the problem you have identified. In assessing applications, TLEF governors take into account the degree of need in a particular area and the degree of benefit a project is likely to create. Any evidence that you can present for the extent of the problem you have identified should be provided here. For example, in applying to TLEF for a grant to produce legal education materials for women facing maternity discrimination in the workplace, Maternity Action pointed to research produced by the Equality and Human Rights Commission to illustrate the scale of the problem and level of need amongst this group.

Notes for applicants seeking funding for research

If applying for funding to carry out research, please provide evidence for why this research is needed.

Please explain how your project will address the problem

In no more than 200 words, please describe how your project will help to address the problem you have identified. Here you should explain the activities you plan to undertake, and the identify outcomes you expect to be able to measure to evaluate whether and how far your project has been successful in achieving its aims.

Notes for applicants seeking funding for research

If applying for funding to carry out research, please use this section to describe the research methods you intend to employ and to explain how the findings of your project will be used/describe the intended audience for your findings.

What type of project are you proposing to undertake?

Please select from the drop down menu the option that best describes the project you are proposing to undertake. If none of the options accurately describes your project, please select "Other - please specify".

Notes for applicants seeking funding for research

Under: "Project Type" please select "Research" from the drop down menu. A second drop down menu will appear, please select the most appropriate description of the type of research you plan to undertake from this list of options.

How do you propose to deliver the project?

The aim of this question is to help TLEF to better understand the ways in which applicants intend to deliver their project- how they intend to address the problem they have identified. Please use the drop down menu to select the option that best describes the way in which you intend to deliver your project. If none of the options accurately describes your intended activities, please select "Other - please specify".

Examples

If you are applying for funding to design and deliver an interactive online training course for welfare benefits advisors, please select: "Online" from the options listed in the drop down menu labelled "Delivery Method". A second drop down box will appear, please select the option that best describes the course you will be designing e.g. "Interactive online provision"

If you are aiming to help teachers better identify high quality, accurate teaching materials to use to teach their students about law and the legal system through developing a Quality Mark, please select "Creation of an award/Prize/Quality Mark" from the drop down menu next to "Delivery Method".

Notes for applicants seeking funding for research

Select “Research Output” and from the second drop down menu select the option that matches the way in which you intend to present and disseminate your research.

Where do you intend to deliver the project?

We are keen to better understand the locations in which projects will be delivered. Please look at the settings listed in the drop down menu and pick the option that best describes the location in which your project will be delivered. If none of the options accurately describes your intended activities, please select “Other - please specify”

Notes for applicants seeking funding for research

If seeking funding for primary research, please use this section to select the setting in which your research will be conducted. If your project consists of secondary research, please select “Secondary Research - Not applicable”.