

Professional Development for Community Educators

Deadline for submission: This is a two-stage application process.

Please see our website for submission dates and deadlines.

Funding is available to create and implement a comprehensive professional development training programme for community educators.

Programmes should enhance the Jewish skills and knowledge of professional educators and volunteers who take on educational roles in the community.

It will enable them to provide serious and engaging Jewish education, allowing them to use innovative Jewish material, draw on Jewish vocabulary and experiential methods to engage diverse groups in their community.

We welcome applications covering several European countries or larger communities with a significant cohort of community professionals and volunteers who can benefit from the programme.

Contact

Please do not hesitate to contact us if you require any further information or advice as you prepare your application.

For queries relating to this grant category please contact: [Daniela Greiber](#).

For any **technical support** please contact info@rothschildfoundation.eu.

Grant details

This grant gives Jewish communal organisations the opportunity to enhance the Jewish education and professional expertise of its staff and volunteers by creating and implementing high quality professional development training programmes.

We will consider requests for funding of between £15,000 – £40,000 per year for up to 3 years. We will fund up to 70% of the total project budget and applications requesting more than this amount will be rejected.

The programme must have a strong Jewish learning component at its core. The aim is to enhance the breadth and depth of educational programming within the community, incorporating quality Jewish content, Jewish materials, and vocabulary in their activities.

Proposed projects can be a new initiative or an upgrade of an existing programme. If you are looking to improve an existing programme, the budget and narrative should reflect how the funds requested will be allocated to new activities aimed at strengthening the Jewish knowledge and delivery skills of the participants.

Proposed projects should target professionals and volunteers in Jewish community and informal educational settings.

Your proposed project should focus on learning and training and can also include the following activities:

- **Programmes** - A strong Jewish learning component within the training programme. It may include travel costs for participants.
- **Shared Learning** - Opportunities for shared Jewish learning with peers from other institutions or learning visits for young leaders to shadow peers based at other European Jewish communities.
- **Experts** - Expert lecturers and trainers to work with communal educators to enrich Jewish curriculum and programme delivery or support for a dedicated Jewish educator role.

Eligibility Criteria

MULTI-COUNTRY: We welcome applications from pan-European organisations and organisations serving several communities in Europe, EU and non-EU states alike, **except for Ukraine, Russia and Belarus.**

SINGLE COUNTRY: Applications from organisations serving just one country are welcome from the following: Belgium, France, Germany, Hungary, Italy, Netherlands, Spain, and UK.

The organisation's activities must be deemed charitable under UK charity law, and we will require proof of its charitable status. This includes organisations which are either not-for-profit or publicly funded e.g., state or private libraries, archives, museums, research institutes, universities, cultural

centres or non-profit organisations. For more information, please consult the UK's [Charity Commission](#) website and its list of [Charitable Purposes](#).

If you are in the process of obtaining charitable status, please be aware that no payments will be made to your organisation until you have achieved this status. Additionally, if your organisation is awarded a grant but fails to secure charitable status within 3 months of having been notified of the award, the grant will be cancelled.

Co-funding

At least 30% of the cost of the project will need to come from other funding sources and we favour proposals that include co-funding from other organisations as well as clear evidence of financial commitments from your own institution (e.g. institutional reserves, money raised from ticket sales etc.)

A maximum of 15% of the total project budget can be attributed to In-kind contributions and allocated costs. Please ensure you identify these on your Project Budget Form under *Project Income* and use the *Budget Explanation* section to provide further details eg. breakdown of salaries, volunteer time etc.

In-kind contributions include any materials, goods, services or facilities that you would otherwise have to pay for but that are being provided free of charge or at a reduced rate. This may include:

- volunteer time (i.e. how much would the time donated to the organisation cost if it had to be paid at an hourly rate in your country)
- new equipment that is donated to be used by the project
- dedicated space for the project that would otherwise have to be rented

Allocated costs include expenditure which must be paid for at some point by your organisation and do not qualify as in-kind contributions. This may include:

- services of an employee currently employed by your organisation for time spent on the project (e.g. staff costs, project management or supervision)
- additional time spent on the project by existing employees, beyond their current contracted hours, e.g. a part-time staff member who takes on additional responsibilities for the duration of the project
- supplies and material bought by your institutions which will be used on the project
- additional dedicated space for the project that will need to be rented

Eligible costs

We support applications for project-related costs so please ensure your project budget fits our criteria.

We support a wide variety of projects at different stages of development, including stand-alone initiatives and new aspects of an existing project. However, we do not fund retroactively. This means we will not consider a request for funding for an activity that has already happened or is scheduled to happen while the application for funding is being considered.

We do not fund the following:

- operating costs for schools, synagogues, museums or other heritage or communal institutions
- building and construction work for museums or other heritage or communal institutions
- restoration work of Jewish built heritage
- artistic projects in the fine arts, performing arts, film production and creative writing – including artwork commissioned by museums
- publication and translation of academic books

Open access policy

A fundamental principle of the Rothschild Foundation Hanadiv Europe's mission is to increase access to European Jewish heritage and culture. To that end, we ask that any Foundation-funded project should enable free access to educational resources resulting from the project. The Foundation expects a collegial and generous attitude towards sharing material with other professionals, organisations and communities.

Application Timeline

This is a two-stage application process.

If you are successful at the first-stage, you should expect notification via email approximately 3 weeks after the submission deadline inviting you to submit a second-stage application. An invitation to submit a second stage application form does not guarantee funding. If you are unsuccessful, you will also be notified via email around the same time.

For Spring grant rounds, you will receive a final decision in late July. For Autumn grant rounds you will receive a final decision in early January.

If your application is approved, you will receive an official Grant Offer Letter together with an Award Agreement which you will need to e-sign and return with the necessary supporting documentation. See [Manage my grant](#) for information about grant requirements.

Required supporting documentation

First stage: Not all supporting documentation is required at the first stage so please check the application form. Do not upload any additional documentation at this stage as it will not be considered.

Second stage: If you are invited to submit a second-stage application you will be required to submit additional documentation with your application. If the required documentation is not included, your application cannot be considered.

If your application is approved, you will need to submit further [supporting documentation](#) once you receive your Grant Letter and Agreement.

1. ***Budget table and budget explanation for the proposed project (First stage and second stage):*** An example of a completed budget form can be downloaded from the application form.
2. ***Proof of Charitable Status (First stage):*** This will vary from country to country and according to the type of organisation making the application. This may be a UK charity number where applicable. If your organisation is a not-for-profit or a publicly funded body, such as a university, research centre or museum, we will accept a copy of the relevant portion of the organisation's statutes as proof of its charitable status.
 - a. ***Certification from the tax authorities:*** If you have a certificate from the tax authorities that demonstrates charitable status in your country, this can also be submitted as proof.
3. ***CVs of key staff members working on the project (Second stage)*** (maximum 2 pages for each staff member): This should reflect their experience in undertaking projects such as the one outlined in this application. Qualifications include professional certificates, university diplomas, and relevant experience. Please combine all the CVs into one document before uploading it.
4. ***The most recently available audited accounts or financial statement (Second stage):*** This is a formal record of your organisation's financial activities for either a one- or three-year period. The statement must include a summary of the income and expenditure over a given period. It should have been prepared by your financial department or a chartered accountant and, if your country requires it, approved by the relevant authority.

- a. **Income and Expenditure:** If the submitted audited accounts or financial statement are not in English, you are required to submit an English summary of the income and expenditure account and balance sheet (this does not need to be an official translation).
5. **Strategic Plan (Second stage):** If you are applying for a multi-year grant, please submit the latest organisational strategic plan which includes the larger vision of the organisation and how your project fits within that.
- a. If your organisation doesn't have a strategic plan, please create one describing your institution's vision, its goals for the next 2 to 3 years and how your project fits within that.
6. **Photographs (Second stage):** If appropriate and relevant, please include up to 10 photographs (saved together into one word document or PDF). Please ensure that each photo is no larger than 1MB. Please note that you have a combined application file size allowance of 20MB.
7. **Project Update/Final Report (Second stage):** If you currently receive funding from the Foundation, please submit a one-page project update of your existing grant. If you have recently finished a grant funded by the Foundation, please ensure the final report has been submitted before the closing date for the current grant round as this will be assessed alongside your new application.
8. **Other supporting documents (second stage):** If there are any additional supporting documents which are relevant to your application, such as a letter of support from a partner organisation or a letter confirming copyright ownership, please submit them as well.

Translations: For documents not originally written in English please include an English translation. This does not need to be an official or full translation, but it must be clear and accurate. Documents in a language other than English that are not accompanied by an English translation will not be processed.

Financial summaries: If financial documents are very long, please provide a translation summarising the main income and expenditure included in your financial statements and organisational budget. This document should be no longer than 10 pages.

Please upload your translated/summarised document against the same upload title you use for the original document. This means you may have two documents saved under each upload title.

Assessment Criteria

The strength of your application will be assessed based on the answers to the following questions:

- Does your project reflect the goals of the grant?

- Is your organisation and its staff able to deliver the project?
- Is the planning of your project thorough, including sound objectives and evaluation measures?
- Does your proposed methodology adhere to internationally recognised standards?
- Does the project budget reflect the scope of your project and the local context?
- Is the impact of the project measurable and achievable?

Please add the following emails to your contacts/safe senders list to ensure you receive all our communications regarding your application and grant notification: noreply@yourcause.com; adobesign@adobesign.com; message@adobe.com.