

## **Guidance for Brookes Bridges proposals**

**Brookes Bridges** works with community and education providers to deliver free, short education programmes to adult learners from areas of low participation in higher education.

### **Aims:**

- To increase participation in further and higher education among adults from areas with low adult participation in higher education;
- To raise the aspirations of adult learners;
- To increase understanding of higher education options and local progression routes;
- To equip learners with the skills and confidence to progress to further and/or higher education

### **Targeting:**

- Learners must be aged 18 or over;
- Not have a degree already
- Learners must be motivated to progress onto further or higher education;
- Learners should be living in an area with low adult participation in higher education (Polar3 Groups 1 and 2). To check a learners' postcode, visit <http://www.hefce.ac.uk/postcode/>

### **Deadline for Proposals:**

For courses running in 2017/18, proposals must be submitted by one of three deadlines in order to be considered for funding. Proposals for courses running this autumn will be accepted as usual. The deadlines for 2016 are:

- 12<sup>th</sup> November (for courses beginning 1 Jan - 31 March);
- 11th Feb (for courses beginning 1 April - 31 July);
- 16th June (for courses beginning 1 Aug - 31 Dec)

### **Approving a proposal:**

Once we have received your proposal, we will respond within 10 working days of the deadline. If your proposal is approved, you will be issued with a contract and details of the payment schedule. A signed contract must be returned to us within 10 working days of issue, and always before the start date of the course.

**If you any questions or would like to discuss a future proposal, please contact Sobia Afridi on 01865 484826 or [safridi@brookes.ac.uk](mailto:safridi@brookes.ac.uk)**