



The James Kane Foundation

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Expression of Interest (EOI) Applicant Guidelines

Background

The James Kane Foundation was established in 2016 and is funded through the legacy of the late James (Jim) Walker Kane, owner of JW Kane Precision Engineering Limited. The James Kane Foundation objects in its Articles of Association are:

“to advance education for the public benefit in Portadown and its environs in particular and elsewhere in Northern Ireland whether directly to individuals or indirectly through education bodies such as schools, colleges or third level institutions or employers by the provision of funding for work experience, employment opportunities or training opportunities or for the preparation for entry to any occupation, vocation, trade or profession or to enhance career development, skills and competencies within the area of benefit provided that the funding will not be used for anything which schools or colleges have a statutory duty to provide”.

The Foundation is governed by an experienced Board of Trustees with backgrounds in business and education. The Trustees collectively make decisions about grant-giving and support. The Foundation is administered by the Belfast Charitable Society, which supports the Trustees to deliver on the Foundation's aims and objects.

Eligibility criteria

- The Foundation will consider only applications that are aligned to its mission “to progress and facilitate education and career opportunities”.
- Activity must fall into one or both of the following themes:
Theme 1 - enabling STEM-related education and career opportunities.
Theme 2 - enabling students to make informed choices between employment/career and higher-level education pathways.
- The Foundation is open to applications from the following:
 - education bodies including schools, colleges and third-level institutions
 - employers including private sector companies, and
 - charities and social enterprises.
- The Foundation seeks additionality in all projects that it funds.

The Foundation will not fund projects which trustees believe:

- Are the responsibility of local authorities or government and which they have a statutory obligation to provide.
- Create duplication in an area, whether geographic or thematic.

Applicants should note the following:

- Priority may be given to projects that benefit those living in Armagh, Banbridge and Craigavon Council areas.
- The Foundation will only award project costs starting from the funding commencement date of **June 2027**.
- Only one application per organisation will be considered in any grant round.
- Grants can be used in conjunction with match/other funding sources already secured. Applications that can demonstrate secured match funding may be viewed more favourably. The Foundation is willing to work in partnership with other organisations/funders to maximise impact and resources.
- The Foundation may fund the same organisation more than once but will not do so in the same/single cycle of funding. Applications will be considered on a case-by-case basis and will usually be subject to satisfaction of outputs/outcomes from any previous funding award.
- The Foundation may fund project costs, salary costs and equipment costs, but any funding request must be clearly applicable to the project, outputs and outcomes.
- The Foundation seeks to fund new and/or innovative projects that are aligned to its mission and criteria.
- Applicants may be asked for further information on any reserves held.
- The Foundation intends to allocate approximately £400,000 per year and will consider multi-year funding.

For information on previously funded projects, please visit the James Kane Foundation website – www.jameskanefoundation.org

Application process

The application process comprises two stages:

(a) Stage 1 – Expression of Interest (EOI) – provides an opportunity for applicants to put forward their project concept and provide relevant supporting information.

- EOI forms must be completed using the format provided and submitted in Word format. Do not add images, photographs or extra text boxes. Applications submitted in other formats or with altered formatting **will not be accepted**.
- **Do not exceed the maximum word count for responses where this is indicated.** Any information provided outside these limits will be deemed to be ineligible and will not be considered.
- No additional papers other than the supporting documentation requested may be submitted.
- The information provided as part of the application process may be made available to other funders, government departments and/or agencies for audit, research, meeting statutory obligations and preventing or detecting crime.
- If the EOI and/or supporting information is incomplete, the application will not be assessed and will be rejected (see Appendix 1 for supporting information)

The deadline for submission of the EOI is **Friday 16 October 2026 by 12.00 noon**.

The EOI and supporting information undergo assessment and are either rejected or proceed to Stage 2 – Full Application.

Applicants will be notified of the EOI decision approximately 8–10 weeks after the EOI submission deadline. If successful, you will be invited to Stage 2 – Full Application.

The James Kane Foundation's decision is final; there is no right of appeal and feedback will not be provided.

EOI Submission

The completed EOI form should be emailed to manager@jameskanefoundation.org

Please mark the email subject line as - James Kane Foundation (or JKF) EOI

EOI's received after the closing date and time will not be accepted in any circumstances.

Submissions will not be acknowledged, and it is recommended that applicants track delivery by requesting a delivery receipt when sending the email.

It is the responsibility of the organisation to ensure that all supporting documents are submitted and valid, and that the Expression of Interest is completed correctly and in full. Failure to do so may result in the application being deemed ineligible.

Details on the supporting documents are set out in the EOI form.

Monitoring

At the Expression of Interest and Full Application stage, the applicant must be clear about what the project aims to achieve. At each stage, the applicant will be required to outline projected outputs and outcomes. These should be carefully considered as the applicant will be monitored on achievement.

Outputs are made up of (a) how much you will do, e.g. how many beneficiaries to be supported, how many activities/workshops/events will be delivered, how many schools you will engage, etc. and (b) how well you will do it, e.g. % of beneficiaries completing the project, % achieving qualifications. See below.

Category	Outputs
Example – community engagement	Example - 10 community groups engaged.

Outcomes highlight how beneficiaries are better off as a result of participating/ completing the project. List how you will measure change e.g. surveys, case studies etc. See below

Outcome Area	Outcome Description	Measurement Method(s)
Example - confidence	Example – 75% of beneficiaries increased confidence	Example – pre/post surveys