



Education Charity Sub (Education Board) Committee

Date: TUESDAY, 21 NOVEMBER 2017
Time: 4.00 pm
Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL

Members: Henry Colthurst (Chairman)
Ann Holmes (Deputy Chairman)
Veronica Wadley
Deputy Philip Woodhouse
Rehana Ameer
Randall Anderson
Susan Pearson

Enquiries: Alistair MacLellan
alistair.maclellan@cityoflondon.gov.uk

NB: Part of this meeting could be the subject of audio or video recording

**John Barradell
Town Clerk and Chief Executive**

AGENDA

1. **APOLOGIES**

2. **DECLARATIONS**

3. **TERMS OF REFERENCE**

To receive the terms of reference set by the Education Board at its meeting on 25 May 2017.

For Information
(Pages 1 - 2)

4. **MINUTES**

To approve the minutes of the meeting held on 14 February 2017.

For Decision
(Pages 3 - 6)

5. **GRANT RECOMMENDATIONS - CITY EDUCATIONAL TRUST FUND (290840) & CITY OF LONDON CORPORATION COMBINED EDUCATION CHARITY (312836)**
Report of the Chief Grants Officer.

For Decision
(Pages 7 - 12)

- a) **Eligibility Criteria - The City of London Corporation Combined Education Charity and the City Educational Trust Fund**
(Pages 13 - 18)
- b) **Due Diligence Checklist for Combined Education Charity and City Educational Trust**
(Pages 19 - 28)
- c) **The City of London Corporation Combined Education Charity - Grant Recommendations**
(Pages 29 - 36)
- d) **The City Educational Trust Fund - Grant Recommendations**
(Pages 37 - 46)

6. **QUESTIONS**

7. **ANY OTHER BUSINESS**

Education Charity Sub (Education Board) Committee Terms of Reference

Constitution

- Chairman and Deputy Chairman of the Education Board, and two further Members of the Education Board.
- Four Members appointed by the Community and Children's Services Committee.

Quorum

- Any three Members.

Terms of Reference

- To be responsible for the application of funds from the City of London Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840), in line with any policy set by the Education Board governing the management of those charities.
- To review the eligibility criteria of those charities ahead and make any recommendations on proposed amendments to the Education Board.
- To make recommendations to the Education Board on any policy governing the management of the City of London Combined Education Charity (registered charity no. 312836) and the City Educational Trust Fund (registered charity no. 290840).

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EDUCATION CHARITY SUB (EDUCATION BOARD) COMMITTEE

Tuesday, 14 February 2017

Minutes of the meeting of the Education Charity Sub (Education Board) Committee held at the Guildhall EC2 at 11.30 am

Present

Members:

| | |
|--|--------------------|
| Deputy Catherine McGuinness (Chairman) | Deputy Bill Fraser |
| Henry Colthurst (Deputy Chairman) | Ann Holmes |
| Randall Anderson | Philip Woodhouse |

Officers:

| | | |
|-----------------|---|---|
| Philippa Sewell | - | Town Clerk's Department |
| Emily Rimington | - | Comptroller and City Solicitor's Department |
| Jack Joslin | - | The City Bridge Trust |
| Jeanne Barnard | - | Community & Children's Services Department |

1. APOLOGIES

Apologies were received from Deputy John Bennett and John Fletcher.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

The following standing declarations would be included on future agendas:

Deputy Catherine McGuinness

City of London Academies Trust
Board of Governors of The City Academy, Hackney
Castle Baynard Educational Foundation & Alderman Samuel Wilson Fund
United Westminster Schools Foundation
Board of School Governors and Council of Almoners, Christ's Hospital
Barbican Centre Board
Guildhall School Development Fund
The Worshipful Company of Educators

Henry Colthurst

Board of Governors of the City of London Academy, Islington
Board of Governors, Mossbourne Parkside Academy
Board of Mossbourne Federation
Member of Court of the Worshipful Company of Grocers

Randall Anderson

Board of Governors of the City of London School for Girls
Committee of Aldermanic Almoners, Common Council Governors and Donation
Governors of Christ's Hospital
Member – Varndean Corporation (Governor; Sixth Form College)

Ann Holmes
City of London Academy Islington
City of London School for Girls

Philip Woodhouse
Board of Governors, Mossbourne Academy Federation
Board of Governors, Mossbourne Victoria Park
Board of Governors of the City of London Freeman's School
Board of Governors, Oundle School
Chairman of Governors, Wellesley School Broadstairs

3. **MINUTES OF THE PREVIOUS MEETING**

RESOLVED – That the minutes of the meeting held on 12 December 2016 be approved as a correct record.

Matters Arising

Development of Policy to Guide Application of Charitable Funds

The Comptroller & City Solicitor confirmed that City Schools were not prohibited from making grant applications and would be treated equally to any other applicant subject to ensuring such grants would not give rise to a self-benefit to the City Corporation.

4. **VARIATIONS OF TERMS OF GRANTS FROM THE CITY EDUCATIONAL TRUST FUND AND THE CITY OF LONDON CORPORATION COMBINED EDUCATION CHARITY**

The Sub-Committee considered a report of the Chief Grants Officer regarding a requested variation to one of the grants approved at the previous meeting and asking for delegated powers for the Chief Grants Officer in consultation with the Town Clerk, Chairman and Deputy Chairman to approve similar changes in the future. Members agreed the recommendations on the condition that any variations approved under delegation were reported at the next meeting.

RESOLVED – That:

- a) the purpose of one grant previously approved by this Sub-Committee at its December 2016 meeting from the City of London Corporation Combined Education Charity be changed as set out in the report; and
- b) authority be delegated to the Chief Grants Officer to agree minor variations to the terms of grants approved by this Sub-Committee in consultation with the Town Clerk, Chairman and Deputy Chairman of this Sub-Committee. Any such variations to be reported to the next Sub-Committee meeting.

5. **THE CITY OF LONDON CHARITIES POOL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

The Sub-Committee received the Charities Pool Accounts and survey for Charities invested in the Pool in relation to the City Educational Trust Fund and the City of London Corporation Combined Education Charity. Members noted that comments would be passed to the Financial Investment Board via the Education Board (which has delegated responsibility for the management of the two charities).

Members agreed that, in terms of importance, income/dividend growth ranked highest followed by ensuring a relatively consistent income/dividend return and the preservation of capital investment. The long-term perspective was supported, and more regular updates (i.e. twice a year) would be welcomed.

6. **REVISED ELIGIBILITY CRITERIA FOR THE CITY EDUCATIONAL TRUST FUND AND THE CITY OF LONDON CORPORATION COMBINED EDUCATION CHARITY**

The Sub-Committee considered a report of the Director of Community & Children's Services regarding the eligibility criteria for the City Educational Trust Fund and the City of London Corporation Combined Education Charity, which had been revised in light of the steer given by Members at the last meeting.

Members discussed the criteria and the following matters were raised/noted:

- To enable more flexibility in grant-making, grants of between £5k-25k should be awarded and that this should apply to both charities.
- Consistent with the aim to align the charities' application criteria, Members agreed that the geographical restriction that applied in respect of the City of London Corporation Combined Education Charity in accordance with that charity's objects should be added to the application criteria for the City Educational Trust Fund as a matter of policy.
- The wording under 'eligibility' be revised to reflect that the City of London was not a London Borough.
- Members asked that the wording/tense be revised in order to be less specific to individual applicants.
- It be clarified that organisations could apply for groups of individuals, and that those individuals would be precluded from further applications within five years but the organisation would not be.
- Confirm that grants would be made twice a year.
- It be clarified that individuals could apply directly to the Combined Education Charity, but only in exceptional circumstances (i.e. they were unable to access funds elsewhere) and where the application was supported by clear proof of financial need.

Members asked for the criteria once amended to include these further revisions be circulated electronically to ensure the amended policy properly reflects their discussions before being presented to the Community & Children's Services Committee for their consideration and to the Education Board for approval. With regard to advertising the new criteria once agreed, the Chief Grants Officer advised that he would work with the Communications Team and the Community & Children's Services Department to publicise the charities and ensure all educational establishments were aware of the funding opportunity. He also advised that an email with the relevant links would be circulated to Members for them to pass along as they saw fit.

RESOLVED – That the criteria be agreed subject to these further revisions and circulated electronically to Sub-Committee Members to ensure their comments are properly incorporated into the updated criteria before being presented to the

Community & Children's Services Committee for their consideration and to the Education Board for approval.

7. **PROPOSED DATE OF NEXT MEETING**

RESOLVED - That the Sub-Committee meet twice a year, with the next meeting at 11.00am on 16 October 2017 and the subsequent meeting in April 2018.

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

9. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

The meeting closed at 12.00 pm

Chairman

Contact Officer: Philippa Sewell
tel. no.: 020 7332 1426
philippa.sewell@cityoflondon.gov.uk

| | |
|---|-------------------------------------|
| Committee Education Charity Sub (Education Board) Committee | Dated: 21st November 2017 |
| Subject Grant Recommendations – City Educational Trust Fund (290840) & City of London Corporation Combined Education Charity (312836) | Public |
| Report of: Chief Grants Officer | For Decision |
| Report author: Jack Joslin, Central Grants Programme | |

Summary

The City of London Corporation is the sole corporate trustee of the following two small charities which operate to further education for the public benefit: the City Educational Trust Fund (290840) and the City of London Corporation Combined Education charity (312836).

Following a review of the City Corporation's grant-making activities, the City Corporation, as charity trustee of each charity, has resolved that it is expedient and in the best interests of those small charities for their funds to be applied within the administrative framework of the City Corporation's new Central Grants Programme (CGP) which opened to applications in July 2017. Operating within the charitable objects of each charity, a policy has been set to guide the application of those funds under an 'Education and Employment' funding theme and this Sub-committee has been given delegated authority to make grants in accordance with the agreed eligibility criteria. Those policies remain under review. **(Appendix 1)**

The second closing date for the 'Education and Employment' theme grant applications under the Central Grants Programme was on 29 September 2017. These applications have been assessed and this report makes recommendations in respect of funding awards from both charities **(Appendices 3 and 4)**.

Recommendations

- To note the Central Grants Programme assessment process, eligibility criteria and budget.
- To note that no applications are recommended for funding from the City of London Corporation Combined Education Charity at **Appendix 3**
- To review the recommendations for grant funding from the City Educational Trust Fund at **Appendix 4** and to make funding decisions.

Main Report

Background

1. Following the corporate cross-cutting review of grant-making by the City Corporation in 2015/16, responsibility for the management of the City of London

Corporation Combined Education Charity (Combined Education Charity) (312836) and the City Educational Trust Fund (290840) has been delegated to the Education Board, subject to consulting with the Community and Children's Services Committee as to any policy to be adopted for the application of each charity's funds, it being considered to be expedient and in the best interests of each charity that they be administered by the City Corporation as trustee through a centrally managed grant-making programme. The City Corporation, as trustee of each charity, in delegating the exercise of these functions also resolved that this sub-committee should be established with membership drawn from both Grand Committees and which takes grants decisions for each charity.

2. On 20 July 2017 the Education Board, upon the recommendation of this Sub-committee and following consultation with the Community and Children's Services Committee on 14 July 2017, agreed a new policy (or criteria) for the application of funds from the Combined Education Charity and City Educational Trust Fund that aligned the charities' activities more closely to the aims of the City Corporation's Education Strategy. This was considered to be in the best interests of each charity as those charitable funds would be able to leverage greater grant-making impact in supplementing other compatible activity being undertaken by, or with the support of, the City Corporation.
3. The current eligibility criteria for both charities, together with the charitable purposes of each, are provided at **Appendix 1**. These policies remain under review to ensure that they remain effective in supporting the relevant charity's objectives. Where a policy is found to be too restrictive in practice, a charity's trustee/s should consider whether the policy should be reviewed and/or if discretion should be exercised to depart from that policy in individual cases so that the trustee/s can meet their duty to carry out the trusts of the charity i.e. for these charities, to apply the funds by way of grants to further the relevant charity's purposes for the public benefit.

Central Grants Assessment Process

4. The Central Grants Unit (CGU) grant assessment process draws on City Bridge Trust's expertise in the field of charitable grant-making and demonstrates good practice in the sector. Due diligence checks are undertaken by the CGU to ensure any application recommended for approval meets the proposed funding charity's objects and complies with the agreed eligibility criteria. A copy of the standard checklist for both charities is provided at **Appendix 2**.
5. Recommendations to this Sub-Committee are based on an assessment of how well applicants have demonstrated that their application aligns with the relevant charity's criteria, the required evidence to support the application having been provided, and a satisfactory financial assessment by the Head of Charity and Social Investment Finance in the Chamberlain's Department.
6. All individual applicants to the Combined Education Charity are requested to provide proportionate information regarding their personal circumstances to evidence need. The criteria provide that exceptional applications from individuals may be considered on provision of proof that the applicant cannot access funds elsewhere ("the exceptional circumstances" criteria). The information provided in

support of the application is then assessed, in addition to the matters noted above, in line with the Joseph Rowntree Minimum Income Standards.¹

7. The deadline for applications received under the 'Education and Employment' theme of the CGP (second funding round) was 29 September 2017. All were assessed by the Senior Grants Officer overseeing the CGP in the four week period following the closing date. Additional benchmarking of applications has taken place in consultation with Officers in the Education Team in the Community and Children's Services Department.

Combined Education Charity

8. The Combined Education Charity received a total of 12 applications. One application has been received from a Charity and 11 applications from individuals (with a disproportionate amount of time spent assessing these individual applications). An overview of all applications recommended for approval, rejection or which were withdrawn is provided as **Appendix 3**.
9. The Combined Education Charity received applications totalling £72,523.84. The current funds remaining for distribution in this financial year are £40,846 none of which have been committed so far this financial year. Taking into account the maximum 12%² (£4901.52) management fee for CGU support which may be charged to the charity at the end of the financial year, it is recommended that this Sub-Committee allocate no more than £35,945 in this round
10. However, following an assessment of all the applications received, all the applications from individuals have been recommended for rejection as they fall outside the eligibility criteria, or were otherwise not suitable for funding. Officers have identified four applications where the applications could have been supported but for the fact they did not comply with the strict eligibility criteria, as all of these individuals have access to additional funding support or have not provided proof that they do not. (Refer paragraph 6 above and Appendix 1, page 2.) In the absence of any other suitable applications for funding from the charity, and as those applications otherwise comply with the objects of the charity, meet all other aspects of the eligibility criteria and as the applicants have provided evidence of need, officers consider that the proposed grants would be an appropriate use of funds but for the fact they do not meet the "exceptional circumstances" criteria.
11. As all these applications fall outside the strict eligibility criteria which have been agreed as a matter of policy by the Education Board, which criteria do not currently provide for the exercise of any discretion by the Sub-Committee, should the Sub-Committee be supportive of those applications for funding the decisions can be referred up to the Grand Committee which could then consider whether to exercise its discretion to depart from the published criteria in these cases for the reasons given above, should they consider it to be in the best interests of the

¹ The Minimum Income Standard for the UK shows how much money people need, so that they can buy things that members of the public think that everyone in the UK should be able to afford.

² Once the full extent of time spent by the Central Grants Unit is known, should the fee be less than the 12% stated, both the Combined Education Charity and City Education Trust Fund will be reimbursed, and the funds made available for the 2018/2019 funding cycle.

charity to do so in each case. Alternatively, the Sub-committee could refuse these applications at this meeting on the basis they do not fall within the criteria and instead consider recommending to the Grand Committee that the policy is reviewed. A further meeting of the sub_committee could also be called before the end of the financial year and more active steps taken to seek applications which fall within the policy, say from individuals attending secondary schools which, unlike in cases of further an higher education, an individual attending a maintained or academy school is less likely to be in receipt of funds (say by way of scholarships or bursaries).

City Educational Trust Fund

12. The City Educational Trust Fund received a total of six applications for funding. The Senior Grants Officer assessment report for the recommended rejected and withdrawn applications are provided at **Appendix 4**.

13. The City Educational Trust Fund received applications totalling £95,808. The current funds remaining for distribution in this financial year are £153,573 none of which have been committed so far this financial year. Taking into account the maximum 12%³ (£18,429) management fee it is recommended that this Sub-Committee allocate no more than £135,144 in this round.

14. Following assessment by the Senior Grants Officer, it is recommended that this Sub-Committee approve four funding applications totalling **£63,725**.

Conclusion

15. This report asks Members, for the City Corporation's as charity trustee of the Combined Education Charity and the City Educational Trust Fund, to consider the funding applications which have been assessed and which are now recommended for approval.

Jack Joslin

Senior Grants Officer

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Appendices

Appendix 1: Eligibility Criteria – The City of London Corporation Combined Education Charity and the City Educational Trust Fund.

Appendix 2: Due Diligence Checklist for Combined Education Charity and City Educational Trust

Appendix 3: The City of London Corporation Combined Education Charity – Grant Recommendations

Appendix 4: The City Educational Trust Fund – Grant Recommendations

Background Papers

- Report and Minute of the Community and Children's Services Committee, Item 12, 14 July 2017.

³ Once the full extent of time spent by the Central Grants Unit is known, should the fee be less than the 12% stated, both the Combined Education Charity and City Educational Trust Fund will be reimbursed, and the funds made available for the 2017/2018 funding cycle.

- Report and Minute of the Education Board, Item 10, 20 July 2017.

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The City of London Corporation Combined Education Charity (312836)

Grants Policy and Funding Eligibility Criteria

Charitable objects

The objects of the Charity are for the public benefit:

1. To further the education of persons (including persons born or resident in the City of London and those attending educational institutions in the City of London or the other London Boroughs) attending or proposing to attend secondary, further or higher educational institutions by the provision of grants or financial assistance and by arranging or supporting education and training to extend or complement courses provided by such institutions.
2. To provide grants for staff at maintained schools and Academies in the City of London and the other boroughs of London to undertake studies either at educational institutions or at other establishments provided that such study furthers their development as teachers.

The City of London Corporation Combined Education Charity is a small charity and operates by making grants. In normal years approximately £25,000 is available for distribution. Grants will be made twice a year. The charity makes grants ranging between £5,000 and £25,000 per grant as per the following criteria:

Smaller grants (of around £5,000) will need to be spent within 1 year of being awarded. Larger grants (of around £25,000) will need to be spent within 2 years of being awarded.

Eligibility

Grants will be given to organisations. Grants may also be given directly to individuals in exceptional circumstances.

Organisations include, but are not limited to, the following:

- Education Charity
- Education Establishment

Beneficiaries must be (1) resident and studying at secondary, further or higher educational institutions in the City of London or London Boroughs or (2) teaching in the City of London or London Boroughs.

Grants will be primarily given to organisations, and organisations applying on behalf of individuals or groups of individuals. Applicants will need to provide proof of financial need, and to demonstrate how the grant, if awarded, will achieve the desired educational outcomes for the beneficiary/ies.

Exceptional applications from individuals may also be considered. Such applications should be supported by proof that the individual applicant is unable to access funds elsewhere.

Applications that benefit groups of individuals will be given priority over applications that benefit one individual.

Funded activities

The Charity will fund:

- Applications that deliver education in Cultural Arts and Science and Technology subjects to the first group of beneficiaries or enable the first group of beneficiaries to access education and training opportunities in cultural arts and Science and Technology subjects which extend or complement courses provided by secondary, further or higher educational institutions. This may include course costs and necessary expenses such as travel, equipment, material and maintenance costs.
- Applications for courses and study for the purposes of professional development of the second group of beneficiaries.

Application Guidelines

1. How do you apply for a grant?

To apply for a City of London Corporation (“CoLC”) grant, applicants need to complete an online application form by the corresponding deadline and submit this electronically with supporting documents to the Central Grants Unit. Applications should be sent to the Central Grants unit ahead of the stated deadline to allow applications to be processed in time. Only one application from an organisation or individual (in exceptional circumstances) will be considered at any one time. All application forms should be completed through the online CoLC Grants web portal. Application forms in large print, Braille or audio tape are available to applicants by special request.

2. How are applications assessed?

All completed applications will be assessed by one of the CoLC's Grant Officers. As part of this process, applicants may be contacted for more information. Receipt of applications will be acknowledged within 10 working days of it being received. Incomplete applications will be returned, and applicants will have a further 10 working days to send the missing information to the CoLC. After being assessed, applications are referred to the decision-making Committee. The timescale to process applications will vary; however, The CoLC endeavours to ensure applications are assessed within 12 weeks of the closing date.

3. How do we monitor and evaluate grant recipients once an award has been made?

Grant recipients will be requested to complete an end of grant online monitoring report to confirm how the grant has been spent and what was achieved. Please make sure receipts are kept for all the items or services bought with the grant as we may ask for them to be provided. Please keep The CoLC up to date if contact details change at any stage during the period of the grant.

4. If your grant application is successful

Successful applicants will be sent an initial offer letter detailing the level of grant awarded. This may contain special conditions relating to the grant award or pre-agreement grant conditions. Grant acceptance terms and conditions will be subsequently issued which should be signed and returned within 20 working days. Once all documentation has been received and approved you would be asked to formally request payment of your grant award.

5. If your grant application is unsuccessful

Unfortunately, due to the limited budget available and the number of applications for funding we receive, the CoLC cannot provide funding to every applicant that applies for a grant and no further correspondence will be entered into in respect of unsuccessful grants. Grants are therefore awarded on a discretionary basis, there is no appeal process and the decision of the CoLC is final.

6. Support with your application

We urge all applicants that are unsure about whether to submit an application to read all available eligibility criteria on the CoLC website and attend one of our Grant Officer led workshops; dates for which will be publicised on our website throughout the year. If you have an enquiry that is not covered within the online guidance, please contact the Grants Unit directly, who will be able provide answers to general queries regarding the application process.

7. Can you reapply for funding?

Individuals who are awarded a grant from the Charity (which may be directly or through an organisation) will not be eligible for further funding within 5 (five) years of the decision to award the grant. Organisations applying on behalf of groups, individuals and groups of individuals are not subject to this restriction, although these organisations should note that the individuals benefiting from the grant are.

8. Further information

If you have questions about how to apply or about the status of an application, you can contact us on 020 7332 3712, email us at grants@cityoflondon.gov.uk, or visit our website www.cityoflondon.gov.uk/centralgrantsprogramme to find out more.



City Educational Trust Fund (290840)

Charitable Purposes

The purposes of the charity are for the advancement of education for the public benefit by:

1. The advancement of the objects of The City University or for other educational purposes connected with or related to the University; and
2. The advancement of:
 - (i) education in science and technology, business management and commerce by the promotion of research, study, teaching and training in any of them; or
 - (ii) the study and teaching of biology and ecology; or
 - (iii) research, study and teaching in the cultural arts.

The City Educational Trust Fund is a small charity and operates by making grants. In normal years approximately £82,000 is available for distribution. Grants will be made twice a year. The charity makes grants ranging between £5,000 and £25,000 per grant as per the following criteria:

Smaller grants (of around £5,000) will need to be spent within 1 year of being awarded. Larger grants (of around £25,000) will need to be spent within 2 years of being awarded.

Eligibility

Grants will be given to organisations rather than individuals (however, please note organisations can apply on behalf of individuals, or groups of individuals).

Organisations include, but are not limited to, the following:

- Educational Charities'
- Educational Establishment's

Beneficiaries must be resident and studying in the City of London or London Boroughs.

Applicants will need to provide proof of financial need, and to demonstrate how the grant, if awarded, will achieve the desired educational outcomes for the beneficiary/ies.

Applications that benefit groups of individuals will be given priority over applications that benefit one individual.

Funded activities

The Charity will fund:

Applications that advance education in the cultural arts or Science and Technology subjects. This may include course costs and necessary expenses such as travel, equipment, material and maintenance costs.



Application Guidelines

1. How do you apply for a grant?

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Further information

If you have questions about how to apply or about the status of an application, you can contact us on 020 7332 3712, email us at grants@cityoflondon.gov.uk, or visit our website www.cityoflondon.gov.uk/centralgrantsprogramme to find out more.



G.O Application Assessment Checklist

| | |
|---------------------------|--|
| Organisation Name: | |
| Ref Number: | |
| Request Date: | |
| Staff: | |

| Application received under which funding theme? | |
|--|----------|
| • Inspiring London through Culture | Yes / No |
| • Stronger Communities | Yes / No |
| • Enjoying Green Space's and the Natural Environment | Yes / No |
| • Education & Employment | Yes / No |
| - City Educational Trust Fund | Yes / No |
| - Combined Education Charity (Organisations) | Yes / No |

| Eligibility criteria check | |
|--|----------|
| • Does the application received satisfy the eligibility criteria in place? | Yes / No |

| Section 1: Organisation Details | | |
|---|---|--------------------------|
| • Have all necessary contact details been provided by the applicant organisation? | | Yes / No |
| • Is the legal status of the organisation applying one of the below? Tick as appropriate: | | Yes / No |
| a. | Registered charity | <input type="checkbox"/> |
| b. | Registered Community Interest Company | <input type="checkbox"/> |
| c. | Registered Charitable Incorporated Organisation | <input type="checkbox"/> |
| d. | Charitable company (incorporated as a not-for-profit) | <input type="checkbox"/> |
| e. | Exempt or excepted charity | <input type="checkbox"/> |
| f. | Registered charitable industrial and provident society or charitable Cooperative (Bencom) | <input type="checkbox"/> |
| g. | Constituted voluntary organisation | <input type="checkbox"/> |
| h. | Educational establishment | <input type="checkbox"/> |
| • Has the organisation appended a valid constitution or articles of association to their application? | | Yes / No |
| • Is this applicant's proposal within its objects/articles? | | Yes / No |

| | |
|--|--|
| <ul style="list-style-type: none"> Is there an appropriate number of board/management committee Members/Trustees? | Yes / No |
| Section 2: Grant Requested | |
| <ul style="list-style-type: none"> Is the total amount of grant requested aligned with the minimum/maximum amount permitted under this funding theme? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Will the corresponding Committee/Officer panel meet before the date identified when the funding is required? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Does the applicant demonstrate that they have satisfied the eligibility criteria in a clear and transparent way? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Does the applicant organisation plan to deliver their project or service within the agreed geographical boundary? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Has the applicant received funding through the CoLC before? | Yes / No If yes, provide details in the recommendations/additional comments section |
| Section 3: Impact and Outcomes | |
| <ul style="list-style-type: none"> Is the number of project beneficiaries proportionate to the level of grant awarded? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Is the time scale to deliver the proposed project feasible? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Are the project outputs/outcomes sufficiently impactful and proportionate to the level of award requested? | Yes / No If no, provide details in the recommendations/additional comments section |

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| <ul style="list-style-type: none"> If working with children or vulnerable adults, has a safeguarding policy been provided? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> Bearing in mind the nature of the project proposed and the geographical area it is to be delivered in, does it target a wide enough range of ethnic minorities, age groups and disabled people? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| Section 4: Financial Information | |
| <ul style="list-style-type: none"> If another funding application has been submitted to a different funding organisation to deliver this specific activity, is there a likelihood of a double funding situation arising? | <p>Yes / No</p> <p>If yes, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> If match funding is required for this application, is this in place? Or will it be approved by the time this application is submitted to the officer panel/committee? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> Does the funding breakdown provided identify all expenditure items and is it transparent? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> Can the project or service still be delivered if part funding is approved? | <p>Yes / No</p> <p>If yes, provide details in the recommendations/additional comments section</p> |
| Section 5: Additional information | |
| <ul style="list-style-type: none"> Have all the necessary documents to support the application been appended to the application? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> If additional evidence of need has been provided, does this need to be highlighted to the officer panel/Committee? | <p>Yes / No</p> <p>If yes, provide details in the recommendations/additional comments section</p> |
| Section 6: Referee | |
| <ul style="list-style-type: none"> Is the referee independent of the applicant organisation? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional</p> |

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| | comments section |
| <ul style="list-style-type: none">• Doe the referee fully support the application? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none">• Has it been necessary to contact the Referee? | Yes / No If yes, provide details in the recommendations/additional comments section |

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| Recommendations/Additional Comments Grants Officer | Date of comment |
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Do you approve this application to be submitted to the respective committee/Officer panel for evaluation: Yes / No

Signed:

Date:

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| Organisation Name: | |
| Ref Number: | |
| Request Date: | |
| Staff: | |

| Confirm the application form has been received under the below funding theme. | |
|---|----------|
| <ul style="list-style-type: none"> Education & Employment - Combined Education Charity (Individuals) | Yes / No |

| Which specific funding stream is being applied for? | |
|---|----------|
| 1. A resident and studying at secondary, further or higher educational institutions in the City of London or London Boroughs. | Yes / No |
| 2. A current member of staff teaching in the City of London or London Boroughs. | Yes / No |

| Eligibility criteria check | |
|---|----------|
| <ul style="list-style-type: none"> Does the application satisfy the eligibility criteria in place? | Yes / No |

| Section 1: Applicant details and Grants purpose | |
|--|---|
| <ul style="list-style-type: none"> Have all necessary contact details been provided by the applicant/school? | Yes / No |
| <ul style="list-style-type: none"> Has the applicant provided a valid purpose for which the grant will be used (which aligns with the eligibility criteria)? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Will the course or training to be undertaken provide tangible educational merit/value to the applicant/s? | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Is the total amount of grant requested aligned with the minimum/maximum amount permitted under this funding theme? i.e. £5,000 per individual. | Yes / No If no, provide details in the recommendations/additional comments section |
| <ul style="list-style-type: none"> Has a detailed breakdown of how the funding will be utilised, been provided by the applicant? | Yes / No If no, provide details in the recommendations/additional comments section |

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| Section 2: Further or Higher Education Institution and Course of Study | |
| <ul style="list-style-type: none"> Have all the details relating to the educational establishment and course been provided? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> Has evidence of enrolment been attached to the application? | <p>Yes / No / N.A</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> Have the full contact details for the course tutor been provided? | <p>Yes / No / N.A</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| Section 4: Professional & Academic Achievements | |
| <ul style="list-style-type: none"> Have all the necessary details on the applicant's qualifications been provided? <p>Note: If there are any inconsistencies, please highlight these in the recommendations section and clarify with the applicant.</p> | <p>Yes / No / N.A</p> <p>If yes, provide details in the recommendations/additional comments section</p> |
| Section 4: Evidence of Need | |
| <ul style="list-style-type: none"> If the applicant/s are already in receipt of additional financial support (and have additional applications in the pipeline) would you assess their level of need high enough to warrant funding to be considered by CoLC. | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |
| <ul style="list-style-type: none"> If additional evidence of need has been provided, does this need to be highlighted to the officer panel/Committee? | <p>Yes / No</p> <p>If yes, provide details in the recommendations/additional comments section</p> |
| Section 5: Previous Funding & Declaration | |
| <ul style="list-style-type: none"> Have any previous applications been made to CoLC for funding and if so, are you aware of any issues that should be brought to the attention of the committee/assessment panel? | <p>Yes / No</p> <p>If no, provide details in the recommendations/additional comments section</p> |

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| <ul style="list-style-type: none">If additional evidence of need has been provided, does this need to be highlighted to the officer panel/Committee? | Yes / No If yes, provide details in the recommendations/additional comments section |
| Attachments | |
| <ul style="list-style-type: none">Have all the necessary attachments relating to this application been provided? | Yes / No If no, provide details in the recommendations/additional comments section |

Do you approve this application to be submitted to the respective committee/Officer panel for evaluation: Yes / No

Signed:

Date:

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|---|------------------------|
| Recommendations/Additional Comments Grants Officer | Date of comment |
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| Appendix 3 – The City of London Corporation Combined Education Charity (312836) | | | | | | |
|---|--------------|---|---------------------------|----------------|--------------------|--|
| Applications from Individuals Recommended for Rejection (as they fall outside the “exceptional circumstances” criteria in the Policy) | | | | | | |
| ID | Request Date | Organisation Name | Status | Request Amount | Recommended Amount | Funding Recommendation |
| 14302 | 14/09/2017 | Royal College of Art, MA Information Experience Design; Second Year | Recommended for Rejection | 5000.00 | 0.00 | The applicant is studying their second year of a two year Masters in Information Experience Design at the Royal College of Art. The applicant has outlined that they have come up with a shortfall for their fees and requested £5,000 contribution to the £9,500 fees required for their final year. The applicant has provided evidence of their income from the Student Union bar that works out as less than £5,000 a year, well below the minimum income requirement. The applicant has not met the “exceptional circumstances” criteria however, as they have not provided proof that they are unable to access funds elsewhere. |

| ID | Request Date | Organisation Name | Status | Request Amount | Recommended Amount | Funding Recommendation |
|-------|--------------|-------------------------------------|---------------------------|----------------|--------------------|---|
| 14303 | 08/09/2017 | Guildhall School of Music and Drama | Recommended for Rejection | 5000.00 | 0.00 | The applicant has recently started the second year of their Masters of Performance - Orchestral Artistry postgraduate at the Guildhall School of Music. The overall course fees for the 2 years of study are £18,360 for which the applicant has raised £17,060 through bursaries and a scholarship. The applicant is currently working as a Steward for the school on a sessional basis bringing their annual income below the minimum income requirement. The applicant is a promising musician and funding will help them focus on their final year of study and develop their career as a trumpet player. The applicant has requested the full amount of support available. The applicant has not met the "exceptional circumstances" criteria however, as they have not provided proof that they are unable to access funds elsewhere. |

| ID | Request Date | Organisation Name | Status | Request Amount | Recommended Amount | Funding Recommendation |
|-------|--------------|-----------------------------------|-----------------------|----------------|--------------------|---|
| 14304 | 04/09/2017 | Royal College of Art, 2nd year MA | Recommended for Grant | 3500.00 | 3000.00 | The applicant is applying to the Combined Education Charity to make up the shortfall in the course fees for their second year MA study in Curating Contemporary Art at the Royal College of Art. In the application the applicant has outlined their passion for the subject and highlighted a number of work experience opportunities they have taken up so far with the V&A and Alexander McQueen. The applicant is in employment and has provided proof of their income, based on the evidence they have supplied they would be over the minimum income requirement; however this is based on full time hours over the summer period. They will be earning half this while attending their course which will bring them under the Joseph Rowntree minimum income standard. The applicant has not met the "exceptional circumstances" criteria however, as they have not provided proof that they are unable to access funds elsewhere. |

| ID | Request Date | Organisation Name | Status | Request Amount | Recommended Amount | Funding Recommendation |
|-------|--------------|--------------------------------|---------------------------|----------------|--------------------|---|
| 14298 | 20/09/2017 | Royal Academy of Music, London | Recommended for Rejection | 5000.00 | 0.00 | £3,840 to contribute toward the applicant's fees shortfall and travel costs for the second year M.Mus course in Choral Conducting at the Royal Academy of Music. The total fees for the course are £12,120 per annum and the applicant has successfully secured additional Bursary funding to contribute to the course. The applicant has also personally raised a £10,000 contribution to their course fees over the two years while studying as an undergraduate and working for the Kings College Choir. The applicant lives at home with their parents in Enfield and requires £2,500 towards the shortfall in their course fees for this year. Travel is an additional expense at £1,340 annually for a student rail card. The applicant has not met the "exceptional circumstances" criteria however, as they have not provided proof that they are unable to access funds elsewhere. |

| Applications for Individuals Otherwise Recommended for Rejection | | | | | | |
|--|--------------|---|---------------------------|----------------|--------------------|---|
| ID | Request Date | Organisation Name | Status | Request Amount | Recommended Amount | Funding Recommendation |
| 14290 | 29/09/2017 | National Council For The Training Of Journalists | Recommended for Rejection | 1608.84 | 0.00 | Recommend for Rejection - The applicant will be doing a distant learning course at the National Council for the Training of Journalists which is based in Essex, this falls out of scope of the eligibility criteria. |
| 14291 | 28/09/2017 | Guildhall School of Music and Drama - 2nd Year Masters | Recommended for Rejection | 5000.00 | 0.00 | Recommend for Rejection - This application is very brief and has not made a case for why the applicant is eligible for support from the Combined Education Charity. They also did not provide complete information after chasing from the Grants Officer. |
| 14297 | 25/09/2017 | Royal College of Art - MA 2nd Year | Recommended for Rejection | 4000.00 | 0.00 | Recommended for Rejection - The applicant is not a resident of the City of London or one of the London Boroughs which put them out of scope of the eligibility criteria. |
| 14301 | 18/09/2017 | London School of Economics & Political Science. 2017/2018 Cohort / Year Group | Recommended for Rejection | 4500.00 | 0.00 | Recommended for Rejection - The applicant is not a resident of the City of London or one of the London Boroughs which put them out of scope of the eligibility criteria. |

| Applications from Organisations Recommended for Rejection | | | | | | |
|---|--------------|-------------------|---------------------------|----------------|--------------------|---|
| ID | Request Date | Organisation Name | Status | Request Amount | Recommended Amount | Funding Recommendation |
| 14289 | 29/09/2017 | Futureversity | Recommended for Rejection | 25000.00 | 0.00 | This application is looking for a contribution to the overall running costs of a Vacation Education Scheme to take place in Tower Hamlets during the Summer of 2018. The 10 day programme will work with young people to provide them with key capabilities for work. During assessment it was clear that this project did not closely align with the objects of the Combined Education Charity and the amount being requested was over and above the amount that could be awarded under the policy for a 1 year project. During assessment it was also clear that a grant should not be awarded at this time as the Charity was in negative free reserves. Feedback will be provided to by your officer to ensure that a more focused application be received under the City Educational Trust in the future, and which also be subject to the charity being in a satisfactory financial position. |

| Withdrawn Applications – Individuals and Organisations | | | | | | |
|--|--------------|---|-----------|----------------|--------------------|---|
| ID | Request Date | Organisation Name | Status | Request Amount | Recommended Amount | Funding Recommendation |
| 14295 | 27/09/2017 | University College London | Withdrawn | 4915.00 | 0.00 | Withdrawn - Applicant conceded their household income was too high to be eligible for this grant and withdrew their application. |
| 14296 | 26/09/2017 | Imperial College London | Withdrawn | 5000.00 | 0.00 | Withdrawn - Applicant will no longer be attending the course, so no longer requires financial support. |
| 14299 | 18/09/2017 | City of London Academy, Shoreditch Park | Withdrawn | 4000.00 | 0.00 | Withdrawn - The applicant applied under the wrong category. They were given the opportunity to re-submit the application to the City Educational Trust instead but failed to meet the deadline. |

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APPENDIX 4

CENTRAL GRANTS PROGRAMME

City Educational Trust

ASSESSMENT CATEGORY – Education & Employment

The Friends of the Guildhall Art Gallery (1115269)
(Ref: 14305)

Amount requested: £17,000

Amount recommended: £17,000

Purpose of grant request: To provide funding for two 6 month internships in conservation at the Guildhall Art Gallery in 2018 and 2019.

The Charity

Set up in 2004 Friends of the Guildhall Art Gallery (FOGAG) exist to support and coordinate education, research and publishing that furthers the purposes of the Guildhall Art Gallery.

Background and detail of proposal

FOGAG have been supporting the funding of conservation internships at the Guildhall Art Gallery for the last 10 years. The annual bursary of £8,000 provides a 6 month placement that allows the intern to gain work experience conserving the collection of art held at the Guildhall Art Gallery. In 2016/ 17 the City Educational Trust awarded £6,000 towards the 2017 internship with a further grant of £2,000 being awarded by the Radcliffe Trust.

This application is looking for you to support most of the costs of two conservation internships in 2018 and 2019. FOGAG have been told that they cannot re-apply to the Radcliffe Trust straight away but can seek additional funding of £1,000 from the National Association of Decorative and Fine Arts (NADFASS). The cost of the Internships has increased to pull them in line with the national average.

The Guildhall Art Gallery is part of the City of London Corporation and any indirect benefit to the City has been assessed and not considered to be measurable or material. At assessment it was clear that the proposal to support the internship will be in the best interests of the Charity as the intern will be the primary beneficiary of the funding award furthering their research and study in the Cultural Arts. The grant will be made to FOGAG which, as a registered charity, will be responsible for the proper administration of those funds in accordance with its charitable purposes and any conditions attached to that funding by the City as trustee of the City Educational Trust Fund. FOGAG will therefore manage the funding that will be awarded to the successful Intern in each respective year.

Financial Information

Forecast income in the current year ending 31 December 2017 is £10,043. The charity has a pattern of overspending that is supported by their reserves. In

comparison to their turnover their reserves are high and in the year ending 31 December 2016 the organisation's unrestricted reserves relate to 48 months of the organisations expenditure. The organisation explained at assessment that these funds, although not designated in the accounts, will be used in the future for the future acquisition of pieces of art for the Guildhall Art Gallery, which could require significant investment.

| Year Ended 31 December | 2016 Independently Examined accounts | 2017 Forecast accounts |
|--|---|-------------------------------|
| Income | 8,141 | 10,043 |
| Expenditure | 9,805 | 8,826 |
| Surplus/deficit | (1,664) | 1,217 |
| Free reserves (number of month's expenditure) | 36,428 (44) | 35,644 (48) |

Recommendation

This application is to support the £17,000 funding required to pay for the bursary of two 6 month conservation internships at the Guildhall Art Gallery. This project fits with the objects of the City Educational Trust as it will support study in the cultural arts. Release of funding will be subject to the receipt of sufficient monitoring report for their current grant, which is expected in May 2018. Funding is recommended as follows:

£17,000 towards the bursary cost of the FOGAG's Conservators Internships at the Guildhall Art Gallery for the September 2018 and 2019 intake.

CENTRAL GRANTS PROGRAMME

City Educational Trust

ASSESSMENT CATEGORY – Education and Employment

Inspire! New Hackney Education Business Partnership Ltd (1111037) (Ref: 14292)

Amount requested: £10,883

Amount recommended: £10,900

Purpose of grant request: To provide funding over a 12 month period to facilitate 60 subject related work experience placements for teachers and tutors at colleges in the City fringe boroughs to improve their students understanding of career progression.

The Charity

Inspire! Is a registered charity that established in 2004 as an Education Business Partnership. The Charity aims to raise the achievements and aspirations of young people, develop their motivation and skills and increase their ability to choose and achieve positive careers, life and learning goals. Working across Hackney, Islington and Camden Inspire works with primary and secondary schools, further education institutions as well as running their own alternative education provision for at risk young people.

Background and detail of proposal

The industry Insights project will up skill up to 60 sixth form and college tutors from Hackney, Camden and Islington by providing them with real-life work experience, supporting them to develop their knowledge of career pathways relevant to the subjects they teach, impacting up to 1,500 students. The project will target tutors delivering science, technology, business and creative media and visual arts subjects. The tutors that sign up will then be matched with a relevant City business where they will spend a week on placement. During the placement the teacher will get real work experience related to the subject they teach and will create resources for their students while on placement. Once they return to college they will be able to bring back real work experience and knowledge to their students.

The project will target schools and colleges from the City Fringe boroughs. The grant will allow staff at Inspire to support teachers and tutors to create interactive, work-related lesson resources that can be shared within the school and department for future widespread use. The main outcome of this work is to provide students with a wider understanding of how applied subjects like Science, technology, business or visual art can be applied in the workplace. The connection from subject to career will be made stronger by the teacher's knowledge from their placement. Schools and colleges will be providing some financial assistance as part of this programme to ensure by in. This programme will have positive outcomes for the teachers and students which align well with the City Education Strategy.

At assessment the Charity outlined how the programme would be measured. The Teachers will be engaged throughout the process and provide feedback before during and after the project has taken place. The businesses that are engaged through the programme will also receive questionnaires about their experience of the placement. Further will then be done with pupils studying science, technology, business and creative media subjects to see how the teachers implement their experiences into their teaching and provide greater understanding to pupils around possible career progression.

Financial Information

Inspire have a mixed income and are funded by a variety of London boroughs, by the schools they work with as well as grant funding from Trusts and Foundations. The Charity aims to hold 3 months of reserves and is aiming to build this to 6 months of unrestricted free reserves. They have had some difficulties achieving this due to a reduction in funding but will endeavour to build reserves in the future by generating more unrestricted income.

| Year Ended 31 March | 2016 Audited accounts | 2017 Draft accounts | 2018 Forecast accounts |
|---|----------------------------------|--------------------------------|-----------------------------------|
| Income | 1,167,549 | 1,220,261 | 1,270,000 |
| Expenditure | 1,204,982 | 1,353,009 | 1,306,000 |
| Surplus/deficit | (37,433) | (132,748) | (36,000) |
| Free Reserves (Number of months expenditure) | 540,724 (5.3) | 351,733 (3.1) | 315,733 (2.9) |

Recommendation

Inspire are looking to deliver an interesting and innovative programme that will benefit 60 teachers who deliver STEM and creative arts subjects. The main outcomes for this programme will be for the teachers helping them to develop their knowledge of their subject and understand the different vocations study in the subject can lead to. The secondary outcomes will be for the young people the teachers and tutors teach who will develop a better understanding of how subjects can be applied in the workplace. This project will advance the education of both of the beneficiary groups and enhance their understanding of the career routes available from the study of STEM and Creative Art subjects. Funding is recommended as follows:

£10, 900 to provide funding over a 12 month period to facilitate 60 subject related work experience placements for teachers and tutors at colleges in the City fringe boroughs to improve their students understanding of career progression in science, technology, business and creative media subjects.

CENTRAL GRANTS PROGRAMME

City Educational Trust

ASSESSMENT CATEGORY – Education & Employment

Queen Mary University of London (Exempt charity)

(Ref: 14293)

Amount requested: £10,825

Amount recommended: £10,825

Purpose of grant request: To support the running costs of two Science, Technology, Engineering and Maths (STEM) Summer Schools in 2018 for local young people.

The Charity

Queen Mary University (QMU) of London is an exempt charity that has been operating since 1885 in East London. A member of the University of London, Queen Mary offers a range of academic study programmes as well as engaging with their local community in East London.

Background and detail of proposal

This application is to support the running costs of two more STEM Summer schools in 2018 for young people from across London. Last year funding was awarded from the City Educational Trust to QMU to support the pilot STEM summer school programme. At the time the university had noticed that there were not enough opportunities for young people to understand how STEM subjects can be applied in the academic and working world. In 2017 they delivered two STEM Summer schools to 60 students over two weeks. From the monitoring feedback your officer received the programme went really well and delivered positive outcomes for the young people involved. The young people who will be engaged on the summer school in 2018 will be different from the beneficiaries of the previous funding from the City Educational Trust Fund.

This programme aims to provide the opportunity for 60 different young people from disadvantaged backgrounds to engage on a three day summer school where they will attend workshops and activities delivered by academic staff and student ambassadors. The programme will provide the young people with the opportunity to experience and understand real world applications of STEM subjects.

The total cost of the programme is £15,825 for the 2 summer schools with £5,000 already secured from the Worshipful Company of Actuaries. Funding is sought to make up the shortfall to the overall cost of the project.

During assessment the applicant demonstrated how Queen Mary had a strong connection to the City as some of their campus is based within the Square Mile.

Financial Information

Income for the year end 31 July 2016 was £405,493,000. As a university the organisation has very large turnover and requires significant cash flow to support the

running of operations. Funding for the summer school is for very specific work with disadvantaged children and young people in London. Funding for these specific projects still needs to be sought from grant making bodies in order for them to take place as they fall out of the central funding of the institution. Accounts QMU for 2017 were not available until late November.

| Year Ended 31 July | 2015 Audited accounts | 2016 Audited accounts |
|------------------------------|----------------------------------|----------------------------------|
| Income | 376,761,000 | 405,493,000 |
| Expenditure | 358,487,000 | 393,453,000 |
| Surplus/deficit | 18,274,000 | 12,040,000 |
| Income & expenditure account | 319,735,000 | 450,228,000 |

Recommendation

Queen Mary University are a well-established academic institution based in Tower Hamlets. This programme fits with the objects of the charity as it is looking to advance the education of disadvantage young people in science and technology. The project has previously been supported by the City Educational Trust and reported positive outcomes on the previous funding. Funding is recommended as follows:

£10,825 to support the running costs of two Science, Technology, Engineering and Maths (STEM) Summer School in 2018 for 60 year 10 students from across London.

CENTRAL GRANTS PROGRAMME

City Educational Trust

ASSESSMENT CATEGORY – Education and Employment

Raines Foundation School (Ref: 14294)

Amount requested: £25,000

Amount recommended: £25,000

Purpose of grant request: To provide pupils at the Raines Foundation School with the opportunity to engage in drumming workshops delivered in partnership with the creative charity Drumworks CIC.

The School

Raines Foundation School is an inner city, voluntary aided, Church of England Secondary School. The school is the latest representation of a school that was originally founded in 1719 by Henry Raine. He was a wealthy brewer from Wapping and in 1719 he allocated part of his wealth to found the Raines Foundation School which was set up to provide education for 50 boys and 50 girls from the local area. Today Raine's is a thriving multi-cultural school that is run by Tower Hamlets Local Education Authority. The management of the school is delegated, by the Governors, to the Headteacher and their senior team.

Background and detail of proposal

Raines has a high percentage of pupils facing challenging circumstances. Nearly 50% of students that attend the school are eligible for pupil premium and a high proportion does not have English as their first language. There are a number of pupils at the school with low attainment, low attendance or who are at risk of exclusion that this project will look to target. The schools music department has suffered immensely in recent years due to a lack of stability in the teaching staff and the current Head of Music is looking to improve this situation.

Funding is being sought to enable 100 students at the school to be able to access a high quality music making programme over a two year period. Working in partnership with Drum Works CIC, a local creative music charity, the school wish to provide weekly drumming sessions for pupils. (Drum Works was established with the support of the City of London Corporation (through the Barbican Centre), continues to closely collaborate with the City and is co-located at the Barbican Centre.) The Drum Works programme improves concentration, teamwork, creativity and confidence and has a proven track record working across six other east London schools. Experienced professional musicians will work with pupils to create original music culminating in opportunities to perform at the school or at other events. Drum Works does an annual performance at the Walthamstow Garden Party where pupils will have the opportunity to attend and perform. The budget submitted with the application is for the costs associated with the project and for the fees for the Drum Works staff. The grant will be managed and administered by the school who will track the difference the project makes for the pupils engaged in the programme. At assessment the school indicated that this project would deliver more impact if awarded funding over a two year period as it would allow the project to be imbedded

within the school and allow the school to seek sustainable ways of funding the project in the future.

Financial Information

The school is majority funded by Tower Hamlets and brings in additional funding to deliver projects or additional programmes. The school is currently running a deficit due to the decrease in support from the local authority. Even with significant savings they forecast in 2018. In financial year 2017/18 they have agreed a loan with Tower Hamlets of £1 million to ensure their viability and have provided a five year projection of how they will stay within budget while paying back the loan. As the school budget is so tight they need to seek additional funding from grants to support other projects they wish to deliver.

| Year Ended 31 March | 2017 Independently Examined accounts | 2018 Forecast accounts |
|----------------------------|---|---------------------------------------|
| Income | 5,474,287 | 4,798,841 |
| Expenditure | 5,852,881 | 5,692,306 |
| Surplus/deficit | (378,594) | (893,465) |
| Free reserves | (52,451) | (945,916) |

Recommendation

Raines Foundation School is looking for your support to deliver a two year programme of Musical workshops in partnership with Drum Works CIC. The project will target at risk young people and offer opportunities for pupils to engage in musical activities that are not available at the school. This application fits with the objects of the City Educational Trust as it advances the study and teaching in the cultural arts. At assessment it was clear that the two year project would have a positive impact on the pupils who will be engaged on the programme. Any funding provided by the City Educational Trust for this projected will be restricted within the schools budget for the delivery of this project only. Funding is recommended as follows:

£25,000 over two years (£12,500; £12,500) to provide pupils at the Raines Foundation School with the opportunity to engage in drumming workshops delivered in partnership with Drumworks CIC.

| Appendix 4 - City Educational Trust (209840) | | | | | |
|--|--------------|--------------------------|---------------------------|----------------|--|
| Applications Recommended for Rejection | | | | | |
| ID | Request Date | Organisation Name | Status | Request Amount | Rejection Reason |
| 14288 | 29/09/2017 | Willow Brook Primary | Recommended for Rejection | 12000.00 | This application is looking for funding to support the initial proof of concept to allow for the school to develop a community art gallery on its site. Funding is sought for the development stage and research and commissioning the artists for the space. The second phase of the project is to build and develop the gallery with the third phase being targeted at delivering artistic education programmes for 10 local schools and the wider community. The aspects of this work that are being applied for do not closely align to the objects of the City Education Trust however later phases of the project once building work has been completed could be eligible. I therefore recommend this application for rejection and your officer will feedback to the applicant that they may apply at a later date for the educational work with schools they are planning once the gallery has been built. |
| 14300 | 18/09/2017 | Greenleaf Primary School | Recommended for Rejection | 20100.00 | This application is looking for the City Educational Trust to provide funding to allow the primary school to continue offering music lessons to their pupils from April 2018 onwards. At assessment it was clear that this would be directly replacing statutory funding and delivering the curriculum. Reduced income from Waltham Forest has forced the school to make some difficult choices around what they can continue to offer. It is not usual for a grant-funding charity to provide funding in substitution of statutory funding. It is considered by officers that supporting an application of this type will generate a flood of similar applications from schools across London which will impact upon both the costs of the charity's administration and |

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| | | | | | <p>would also reduce funding available for other activities which the charity may support. Ultimately, as the eligibility criteria are currently drafted it is a policy decision for the Sub-Committee as to whether to make a grant for these purpose, subject to taking that decision in the best interests of the charity. For this reason I am not recommending funding.</p> |
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