



Education Charity Sub (Education Board) Committee

Date: MONDAY, 12 NOVEMBER 2018
Time: 1.00 pm
Venue: COMMITTEE ROOMS, WEST WING, GUILDHALL
Members: Henry Colthurst (Chairman)
Ann Holmes (Deputy Chairman)
Tim Campbell
Ruby Sayed
Veronica Wadley
Deputy Philip Woodhouse

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

3. **MINUTES**

To agree the public minutes of the meeting held on 17 July 2018.

For Decision
(Pages 1 - 8)

4. **OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 9 - 10)

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 11 - 14)

a) Appendix 1a - Eligibility Criteria - The City Educational Trust Fund (Pages 15 - 18)

b) Appendix 1b - Eligibility Criteria - The Combined Education Charity (Pages 19 - 22)

c) Appendix 2 - City Educational Trust Grant Recommendations (Pages 23 - 30)

d) Appendix 3 - Combined Education Charity Grant Recommendations and Rejections (Pages 31 - 40)

6. **QUESTIONS**

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

Corporation Combined Education Charity (312836). The following points were made.

- In response to comments from the Chairman, the Chief Grants Officer agreed to review and refresh the templates used for assessing grant applications. The refreshed 2-page template would include a section covering a review of each grant 12 months after it had been made, to review its level of impact. The Chief Grants Officer noted that the Central Grants Team were undertaking a wider review with a view to adopting a new grants management system. Members requested that this review ensure that applicants' financial information should be presented in a consistent, standardised format going forward.
- In response to comments from Members regarding the 12% recharge fee of Grant Officer time for two charities, the Chief Grants Officer noted that this percentage was the maximum fee which had been set by the City of London Corporation's Finance Committee and therefore this sum was set aside in the budget. However, the use of timesheets for 2017/18 had demonstrated that the recharge for Central Grant Unit officer time to the two charities was less than 12% and closer to 7% on average, Only the actual costs would be charged to the charities at the end of the financial year.

5.1 Appendix 1 - Eligibility Criteria - The City of London Corporation Combined Education Charity and the City Educational Trust Fund

Members considered the Eligibility Criteria of the City of London Corporation Combined Education Charity and the City Educational Trust Fund.

RESOLVED, that the eligibility criteria be received.

5.2 Appendix 2 - The City Educational Trust Fund - Grant Recommendations

Members considered the grant recommendations for the City Educational Trust Fund.

Ark

- The Chief Grants Officer introduced the application received from Ark and noted that the grant monies would be used for activities in 7-8 of Ark's London schools. If the scheme proved successful it was likely the scheme would have national benefit. Up to 350 students would benefit from the grant application if it was approved.
- In response to a question from a Member over the fall in income referenced within the financial information submitted by Ark, the Chief Grants Officer advised that this was likely due to the timing of different sets of accounts.

- Members agreed the grant subject to conditions that (a) it be used to benefit London schools (b) comparative accounts be provided for 2017/18, 2018/19 and (c) a forecast for 2019 be provided.

RESOLVED, that subject to receipt of satisfactory financial information, and the condition that the grant be used to benefit London schools and students, Members approve a grant of £25,000 to Ark from the City Educational Trust.

Career Ready

RESOLVED, that Members approve a grant of £7,800 to Career Ready from the City Educational Trust.

City of London Academy Islington

- The Town Clerk noted that this application had been withdrawn from consideration at the meeting due to the interests declared by Henry Colthurst and Ann Holmes and the resulting loss of a quorum.

Dr Johnson's House Trust Ltd

- The Chief Grants Officer noted that the Dr Johnson's House Trust Ltd was a previous applicant to the City Educational Trust. He confirmed that the application matched the objects of the charity.
- In response to a comment from a Member regarding a £1m decrease in free unrestricted reserves, the Chief Grants Officer noted that any judgement had been unaffected by those implications as only the unrestricted reserves had been assessed. The Chief Grant Officer agreed to be more consistent in assessing and presenting the accounts for each grant application.

RESOLVED, that Members approve a grant of £8,800 to Dr Johnson's House Trust Ltd from the City Educational Trust towards the delivery of the Education programme at Doctor Johnson's House.

In2scienceUK

- The Chief Grants Officer noted that there was a deficit shown in the applicant's financial information, but that the applicant had advised they were on track to achieving a fundraising aim to deal with the deficit.
- In response to a comment from the Chairman regarding the applicant's increasing expenditure, the Chief Grants Officer noted that the applicant was a relatively new organisation that was expanding with the assistance of NESTA funding.
- Members queried the nature of the applicant's increase in income and requested that it be clarified prior to the grant being awarded.

RESOLVED, that subject to receipt of satisfactory financial information, Members approve a grant of £25,000 to in2scienceUK from the City Educational Trust, to fund 200 Bursary placements for students in London and a contribution to the salary costs of the Regional Programme Manager.

Roundhouse Trust

- A Member noted that, given the impact of the Roundhouse Trust's work to date, they would be sympathetic to considering increasing the amount awarded to the Trust if it was unsuccessful in securing funding from the Leathersellers' Company.

RESOLVED, that Members approve a grant of £25,000 over two years (£12,500 and £12,500) to the Roundhouse Trust from the City Educational Trust, to contribute to the Roundhouse Education Programme in London.

Sadler's Wells

- In response to a question from a Member, the Chief Grants Officer confirmed that the financial information included with the application was all that had been provided. Members requested that further financial information – consistent with other applications that had been approved - be provided prior to any award being made.

RESOLVED, that subject to receipt of satisfactory financial information, Members approve a grant of £25,000 to Sadler's Wells from the City Educational Trust over two years (£12,500 and £12,500) towards the cost of workshops, curriculum support, showcase and professional development for teachers, all within London.

Stratford Circus Arts Centre

- The Chief Grants Officer advised that this application differed from the direct delivery applications considered elsewhere on the agenda, and that he recommended the award of the grant be conditional to quarterly release of monies and monthly monitoring reports being submitted to the City of London Corporation.

RESOLVED, that Members approve a grant of £25,000 to the Stratford Circus Arts Centre from the City Educational Trust over two years (£12,500 and £12,500) towards the overall project costs of the Creative Schools brokerage programme in East London. The grant funding to be conditional on the balance being raised for the total cost of the project; funding being released quarterly; and monthly monitoring reports being submitted to the City of London Corporation.

5.3 Appendix 3a - The City Educational Trust - Recommendation for Rejection - for Discussion

Members considered the recommendations for rejection/discussion of applications to the City Educational Trust.

Achievement for All (3As) Ltd

- The Chairman and Deputy Chairman noted that they were minded to provide the applicant with some support, particularly given the project potentially benefited such a wide range of beneficiaries.
- Recognising that the application did not directly deliver educational activities to beneficiaries, Members carefully considered whether the impact of the proposal would be to advance the objects of the charity. Members also noted that the objects of the City Educational Trust fund relate to specific subject areas and that the charity's funds could therefore only be applied to those aspects of the research relating to those subjects.
- Members discussed and were satisfied that the project would deliver the necessary impact to further education in a manner consistent with the charity's objects for the public benefit.

RESOLVED, that subject to the receipt of satisfactory financial information, Members approve a grant of £25,000 to Achievement for All (3As) Ltd from the City Educational Charity towards of the costs of the Counterpoint research project that relate to the cultural arts and Science, Technology, Engineering and Maths (STEM) subjects.

5.4 Appendix 3b - The City Educational Trust - Recommendations for Rejection and Withdrawals

Members considered the recommendations for rejection and withdrawal of applications to the City Educational Trust.

RESOLVED, that the following recommendations for rejection of applications to the City Educational Trust be approved:

- Redriff Primary School, City of London Academy
- Vivify Hub
- City Year UK
- Empower Learning Academy Trust T/A Bower Park Academy

And that the withdrawal of the following applications be noted:

- MOLA (Museum of London Archaeology)
- City of London Academy Islington.

5.5 Appendix 4 - The City of London Corporation Combined Education Charity - Grant Recommendations

Members considered grants recommendations for the City of London Corporation Combined Education Charity.

A New Direction London Limited

- In response to a question from a Member, the Chief Grants Officer confirmed that the proposed grant funding was not limited to three teachers.

RESOLVED, that Members approve a grant of £9,600 to A New Direction London Limited from the City of London Corporation Combined Education Charity towards the cost of workshops, coaching and roundtable events as part of the Cultural Leadership Programme, conditional on the grant only being applied to benefit London school teachers from maintained schools and academies.

Applicant 1

- In response to a question from a Member, the Chief Grants Officer confirmed that the applicant, if granted funding, would meet the balance of their study costs from a student loan.

RESOLVED, that Members approve a £5,000 grant from the City of London Corporation Combined Education Charity for Applicant 1 towards the course fees for a MA/PG Dip in Performance (Acting) at Mountview Academy of Theatre Arts.

Applicant 2

RESOLVED, that Members approve a £5,000 bursary from the City of London Corporation Combined Education Charity for Applicant 2 towards the purchase of a computer, film equipment and travel costs for the final year of study of a BA in Journalism and Communication at Middlesex University, the funding being conditional on the University distributing the funding to, and purchasing equipment on behalf of, the applicant.

Applicant 3

- Members requested further information about the applicant's course costs including how much the applicant had raised so far from other sources and how they proposed to fund any remaining course and associated maintenance costs.
- In response to a comment from a Member, the Chief Grants Officer agreed to review the eligibility criteria of individual applicants to cater for any applicants who had demonstrable links to London but did not qualify under the existing criteria at the time of making an application.

RESOLVED, that Members grant delegated authority to the Town Clerk in consultation with the Chairman and Deputy Chairman to reconsider the application once this information had been received.

Applicant 4

- Members noted that the applicant had not provided, when requested, any additional information or proof of situation and therefore the application was not recommended for funding.

RESOLVED, that the Chief Grants Officer's recommendation that Applicant 4 not be granted any funding from the City of London Corporation Combined Education Charity be approved.

6. GRANT MONITORING REPORTS - REPORTING BACK ON PROJECTS SUPPORTED BY THE EDUCATION CHARITY SUB-COMMITTEE

Members considered a Grants Monitoring Report of the Chief Grants Officer regarding projects supported by the Education Charity Sub (Education Board) Committee.

6.1 Appendix 1 - Conservator Internship Funding Report

Members considered a funding report regarding a Conservator Internship.

RESOLVED, that the funding report be received.

6.2 Appendix 2 - Queen Mary University Funding Report

Members considered a funding report regarding Queen Mary University.

RESOLVED, that the funding report be received.

7. QUESTIONS

There were no questions.

8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

The meeting closed at 2.20 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

This page is intentionally left blank

Education Charity Sub (Education Board) Committee

Outstanding Actions

Date	Action	Responsible Officer	Progress
17 July 2018	Community and Children's Services Committee vacancies to be appointed to.	Town Clerk	Update at November 2018 meeting.
17 July 2018	Grant application templates to be reviewed and refreshed, to include consistent standardised financial information from applicants.	Chief Grants Officer	Update at November 2018 meeting.
17 July 2018	City of London Academy Islington application to be dealt with using urgent authority.	Town Clerk	Completed.
17 July 2018	Eligibility criteria for individual applicants to be reviewed to cater for those with demonstrable links to London but who may not qualify under existing eligibility criteria.	Chief Grants Officer	Update at November 2018 meeting.

This page is intentionally left blank

Committee Education Charity Sub (Education Board) Committee	Dated: 12th November 2018
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, Head of 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 last opened to applications in March 2018. 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 1A & 1B)**

The second closing date for the ‘Education and Employment’ theme grant applications under the Central Grants Programme for 2018 took place on 28th September 2018. These applications have been assessed and this report makes recommendations in respect of funding awards from both charities **(Appendices 2 & 3)**

Recommendations

- To note the Central Grants Programme eligibility criteria and budget.
- To review the recommendations for grant funding from the City Educational Trust Fund at **Appendices 2** and to make funding decisions.
- To review the recommendations for the grant funding from the Combined Education Charity **Appendix 3** 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. The current eligibility criteria for both charities, together with the charitable purposes of each, are provided at **Appendix 1A & 1B**. These policies remain under review to ensure that they remains effective in supporting the relevant charity's objectives.

Central Grants Assessment Process

3. 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.
4. 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.
5. 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 has made determined efforts to access sufficient funds from 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
6. The deadline for applications received under the 'Education and Employment' theme of the CGP (second funding round) was 28th September 2018. All were

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.

assessed by the Head of the Central Grants Programme overseeing the CGP in the six week period following the closing date. They were subsequently reviewed and approved by the Head of Charity and Social Investment Finance in the Chamberlain's Department.

7. Since the last meeting on the 17th July 2018 the CGU has worked on the reporting format for all grants outlined to the Education Charity Sub-Committee and ensured that applicants are working to establish the educational benefit of the work they are applying for. The new report format contains substantial information from the application form as it was decided by your committee that the applicants needed to demonstrate how they met the criteria of the two charities. The reports then include Officer comments, review and recommendations.

Education and Employment' Programme Budget

8. The table below outlines the budget for the 'Education and Employment' programme and the grants awarded to date

Charity	Funds Available 18/19	Grants awarded to date	Funds Available
City Educational Trust	£251,359	£191,600	£59,759
Combined Education Charity	£75,635	£19,600	£56,035

9. The table below outlines the applications received, the amount of grants recommended and the balance or carry forward at the end of the year for each of the Charities.

Charity	No of Applications	Amount Requested	No Recommended	Amount Recommended	Balance
CET	3	£47,390	3	£47,300	£12,369
CEC	7	£52,310	2	£17,200	£38,835

Conclusion

10. This report asks Members responsible for discharging the City Corporation's grant-making functions 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

Head of Central Grants Programme

T: 020 7332 3712

E: jack.joslin@cityoflondon.gov.uk

Appendices

Appendix 1A &1B	Eligibility Criteria – The City of London Corporation Combined Education Charity and the City Educational Trust Fund.
Appendix 2	The City Educational Trust Fund – Grant Recommendations
Appendix 3	The City of London Corporation Combined Education Charity – Grant Recommendations

Background Papers

- Report and Minute of the Community and Children’s Services Committee, 09 February 2018.
- Report and Minute of the Education Board, 08 March 2017.



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 £130,000 is available for distribution. Grants will be made twice a year. The charity makes grants up to £25,000 per grant which must be spent within 2 years of the grant 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 Establishments

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.

The trustee always retains the discretion to award funding outside the policy criteria in accordance with the charity's objects where it is considered to be in the best interests of the charity.

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?

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 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?

Those who are awarded a grant from the Charity will be required to take a one-year break after a maximum two years of consecutive funding. Further applications for support will be considered after one year from the date the Trust receives a satisfactory monitoring report.

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.

This page is intentionally left blank



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 £30,000 is available for distribution. Grants will be made twice a year. The charity makes grants ranging between £2,500 and £10,000 per grant as per the following criteria:

Smaller grants (up to £5,000) will need to be spent within 1 year of being awarded. Larger grants (from £5,000 to £10,000) 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 at a maintained or academy school 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.



In exceptional circumstances applications from individuals may also be considered at the trustee's discretion and such applications should be supported by proof that the individual applicant has unsuccessfully made determined efforts to access sufficient funds from elsewhere to enable them to attend or continue to attend secondary, further or higher educational institutions to further their education.

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

The trustee always retains the discretion to award funding outside the policy criteria in accordance with the charity's objects where it is considered to be in the best interests of the charity.

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.

This page is intentionally left blank

Appendix 2 – City Educational Trust Recommendations

Applicant: City of London Academies Trust (Galleywall Primary City of London Academy) (Ref: 15030)

Amount Requested: £11,565

Amount Recommended: £11,565

Galleywall Primary City of London Academy is a primary school based in Bermondsey and opened as a City of London Academy in September 2016. The school currently have 180 children on the roll. 40% of the children that attend the school come from disadvantaged families, many of whom have social difficulties and therefore their access to culture is limited.

Financial Position:

The school has a growth plan over the next three years outlined in the table below:

Year end as at 31 August	2018	2019	2020
	School Accounts	Budget	Forecast
	£	£	£
Income & expenditure:			
Income	1,031,911	1,415,398	1,795,528
Expenditure	(1,022,967)	(1,407,796)	(1,784,426)
Total surplus/(deficit)	8,944	7,602	11,102
Cumulative Surplus			
Funds held at year end	8,944	16,546	20,046

Detail of Request:

We are applying for funding to strengthen our offer of singing across the school community, and to ensure that every moment in school is maximised to develop the cultural arts. Additionally, the funding will strengthen our teacher knowledge, and our children's leadership skills.

We are proud of the wide variety of cultures, heritage and religion that belong to our children. We believe that creativity and creative thinking are fundamental to the future economic wellbeing of our city and our nation, and that the creative arts, music, drama, dance are essential development for the children of Bermondsey. Sitting at the heart of one of the great cultural capitals of the world, we believe it to be their heritage and their entitlement.

Galleywall is in an area of recognised need. According to the English Indices of Deprivation 2015 the catchment area of the school includes LSOA (Lower Super Output Areas) 010C/ LSOA 010D amongst the 10% most deprived of all English Neighbourhoods.

Our request includes;

- a) Funding the Singing Playgrounds programme (see details attached);
- b) Funding weekly singing teacher to facilitate a parent community choir for 2 years;
- c) Funding a designated performance area in the playground
- d) Playground sound centre

The project will start in January 2019. The singing playgrounds section of the project will be self-sustaining. The designated performance area will remain in place. The weekly singing

teacher is something that will be sustained through school funding after the 2 years has expired.

Outcomes:

- The activities listed above will to raise the quality of singing through developing the vocal skills, confidence and musician-ship of all our children, and the wider community. It will establish an every-day culture of singing throughout the school community.
- The project will equip a chosen group of children with the leadership skills, musical skills and vocal skills necessary to lead others in the playground. It will also develop staff understanding of musical education through games and group activity. These games will develop personal and social skills. As well as leadership skills, all children will develop confidence to stand up and perform with others. It will provide a platform on which to perform in the playground.
- The project will improve children and staff well-being. Singing improves physical and mental health. It also promotes good breathing, posture and relaxes muscle tension. Group singing releases endorphins, increases happiness, and research suggests it can sustain a healthy immune system by reducing stress. The children will gain a great sense of satisfaction of performance, and it is known that individuals feel more positive when actively singing, rather than passively listening to music.

Officer Comment:

Galleywall Primary are looking to improve it performing arts offer for its pupil and has an ambition of becoming a school that specialises in the performing arts. Funding of £11,565 is being sought to pay for outdoor playground equipment that will give children in their break and lunch time to explore different musical instruments and be encouraged to sing and perform with a dedicated stage area. Additional to this funding is being sought for the facilitation costs of a Singing Playgrounds programme that will be delivered by a company called Ex-Cathedra. This programme will develop the skill of a selection of children to lead others in singing workshops in the playground. Funding is also requested for the cost of a music teacher over a two-year period to come and lead a parent/ pupil choir.

The project will start in January 2019. The singing playgrounds section of the project will be self-sustaining. The designated performance area will remain in place. The weekly singing teacher will be sustained through school funding after the two years has expired.

The City of London Corporation in its general corporate capacity (City's Cash) sponsors City of London Academy Trust (CoLAT), which runs Galleywall Primary, and appoints elected Members to serve as company members and Directors/Trustees and CoLAT school governors. The Education Board retains strategic oversight of the City's sponsorship of CoLAT. Whilst the City as sponsor has no direct financial obligation to the academy trust, it is expected to offer on-going assistance and support to those academy schools to engender success. The assistance may be financial or in-kind. The City Corporation does provide financial and in-kind support to the academy trusts which it sponsors (from City's Cash), through a structured application process under the control of the Education Board.

The City of London Corporation's sponsorship of CoLAT has been considered during assessment of this project. This sub-committee in collectively discharging the City Corporation's duties as trustee of the City Educational Trust Fund and in considering the application from CoLAT must take a decision which is only in the best interests of this charity. It is considered that there is no overriding conflict of interest for the City Corporation which would prevent the application being considered, as the City Corporation as sponsor will not receive any direct or indirect financial benefit as a consequence of any funding award from the City

Educational Trust Fund and as the application has been submitted through an open, public application process and assessed on its merits against the published criteria. Further, it is considered that any conflicts of loyalty which may arise in members of this Sub-Committee also serving as a company member, trustee or school governor of CoLAT can be managed through the transparent processes adopted by the City Corporation under the Members Code of Conduct and any conflict declared.

Recommendation:

From the assessment of this project it is clear that the Head Teacher of Galleywall Primary is committed to improving the out of curriculum provision at the school by boosting the activities available to pupils in break and lunch times. This project has demonstrated how it sufficiently meets the criteria of the City Educational Trust as it will be furthering the objects of the Charity by advancing study and teaching in the cultural arts. This work is also additional to the school's curriculum provision and will take place outside of class time, while having a positive impact on the education of the pupils involved. Funding is recommended as follows:

£11,565 to support the cost of a playground performance area, playground sound centre, the singing playground project and the cost of a singing teacher to deliver a parent pupil choir over a two-year period at Galleywall Primary.

Applicant: Queen Mary University (Ref: 14293)

Amount Requested: £15,825

Amount Recommended: £15,825

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.

Financial Position:

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 2018 were not available until late November.

Updated Table to be provided at the meeting

Detail of Request:

Our Maths Summer School has been successfully running for 2 years, thanks to the generous funding from the City Educational Trust. Student attendee feedback has been overwhelmingly positive, and consequently we are applying for continuation funding to host our third Summer School in July 2019.

The project consists of two four-day events in July for 60 Year 11 students from disadvantaged backgrounds. We offer exciting academic opportunities to research and understand real-world applications of mathematical (and science) subjects; and engaging non-academic activities such as advice on student budgeting, writing university applications and interview techniques to develop their understanding of university life. We also provide attendees with lunch and pay for their travel to remove any financial barriers to participation. All workshops/activities are run by our academic staff, PhD students and Maths Student Ambassadors volunteers and take place on campus. School students are selected from local schools, by our Widening Participation team, who have identified students from disadvantaged backgrounds and where we can have the biggest impact.

Outcomes:

- Interactive and fun academic workshops and experiments, and a mini research project; taster university-style lectures about exciting areas of mathematics and science.
- Advice and guidance on applying to university such as advice with writing university applications and personal statements, student budgeting and interview techniques, Q&A session with current students on what university life is really like.
- Advice and guidance on career choices in the fields of maths and cross-over subjects such as computer science, physics and engineering.
- Developing the social and cultural capital of our Student Ambassador volunteers and PhD students through involvement in group and individual activities with participants.

Officer Comment:

QMU are a well-established academic institution based in Tower Hamlets. This application is for £15,825 to support the running costs of two more Science and Maths Summer schools in 2019 for young people from across London. 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 Science and Maths subjects.

This programme fits with the objects of the charity as it is looking to advance the education of disadvantage young people in science and maths subjects. The project has previously been supported by the City Educational Trust and reported positive outcomes on the previous funding. Your Officer visited the summer school in July 2018 and was impressed by the engagement of the young people involved and the advanced content being studied. The PhD students and student ambassadors also have an opportunity to develop their teaching skills while working across the two summer school programmes.

Recommendation:

QMU have been delivering the Science and Maths summer school for the last two years with support from the City Educational Trust. When they last applied for support the criteria had just changed and applicants could apply for a maximum grant of two years. As they only applied for one year under the new policy they are eligible to apply for one further year. The funding will be used to cover the costs of the Staff, Student ambassadors and associated running costs of a further two summer schools in 2019. Additional funding for the project is being sought from the Company of Actuaries Trust fund and is still awaiting a decision. This project has been delivered to a very high standard with clear educational benefit for the young people involved and the Students that work with them. QMU are aware that this is the last year we can support this work and will be looking at additional support to ensure it is sustained for future years. Funding is recommended for one further year as follows:

£15,825 to cover the staff, coordination and material costs to deliver two Maths and Science Summer schools in 2019.

**Applicant: Spitalfields Music (Ref:15027)
(1052043)**

Amount Requested: £20,000

Amount Recommended: £20,000

Spitalfields Music started life in 1976 as a festival at Hawksmoor's Christ Church, which was then under threat of demolition. In 1989 it was registered as a charity, offering learning and participation projects alongside an annual music festival. Today, the charity delivers a range of public and small-group music activities in a variety of settings including schools, care homes and community centres.

Financial Position: The Charity currently have funding from the City Educational Trust fund that comes to an end at the end of the financial year and a three-year commitment from the City Bridge Trust. The Charity was recently awarded a small grant to deliver its annual festival from the Inspiring London through Culture programme through Central Grants. The Charity is budgeting for another deficit in 2019 and have a fundraising strategy in place to ensure the Charity boost its unrestricted income.

Year end as at 31 August	2017	2018	2019
	Audited Accounts £	Forecast £	Budget £
Income & expenditure:			
Income	605,899	555,470	605,630
- % of Income confirmed as at 05/09/2018	n/a	n/a	58%
Expenditure	(791,934)	(736,093)	(748,658)
Gain on Investments	23,048	n/a	n/a
Total surplus/(deficit)	(162,987)	(180,623)	(143,028)
Split between:			
- Restricted surplus/(deficit)	979	(228,710)	(46,454)
- Unrestricted surplus/(deficit)	(163,966)	48,087	(96,574)
	(162,987)	(180,623)	(143,028)
Cost of Raising Funds	114,129	20,872	39,665
- % of income	18.8%	3.8%	6.5%
Operating expenditure (unrestricted funds)	361,640	222,130	246,407
Free unrestricted reserves:			
Free unrestricted reserves held at year end	267,172	315,259	218,685
No of months of operating expenditure	8.9	17.0	10.6
Reserves policy target	300,000	300,000	300,000
No of months of operating expenditure	10.0	16.2	14.6
Free reserves over/(under) target	(32,828)	15,259	(81,315)

Detail of Request: UK schools face huge challenges, threatened with substantial budget cuts and an increasing focus on STEM subjects over arts subjects. This is particularly problematic in Tower Hamlets, a borough with the highest rate of child poverty in the UK (schools faced on average a 10% cut per pupil this year). In our partner schools, 50% of pupils are eligible for free school meals and over 80% don't speak English as a first language. Headteachers are telling us that they are no longer able to afford curriculum music lessons; some have cut music departments completely. Like the City Educational Trust, our Neighbouring Schools programme seeks to address these challenges and advance research, teaching, and education in the cultural arts by delivering a varied programme of work across the year:

- Big Sing - Students from seven schools will take part in a song-writing session with specialist music leaders, reflecting on the themes of 'travel' and 'journeys' to create their own music together.

- Phoenix Creative Project - Building on 10+ years working with Phoenix SEN/D school, this project gives 12-15 pupils aged 11-14 on the autistic spectrum the chance to take part in a bespoke singing and song-writing project and to perform alongside peers from nearby mainstream schools.
- Cherry Trees - A two-week music and poetry intensive programme for 30 primary-aged boys at Cherry Trees school with emotional, social and mental health needs, offering alternative ways into literacy and music curricula.
- Education and research activities: INSET training sessions, surgeries, practice-sharing, and education resources for teachers to build confidence and skills in leading singing activities. We will support teachers to initiate music opportunities in schools in future years. Mentoring and learning opportunities within our pioneering Trainee Music Leaders scheme, which gives young musicians the skills and experience needed to deliver music sessions in educational and special needs settings.

Outcomes:

1. Increase the number of opportunities for education in the cultural arts and high-quality creative experiences across Tower Hamlets schools
2. Advance children's learning through the creation of music projects connected to the National Curriculum
3. Strengthen confidence and skills in teachers' and parental engagement in their children's education

Officer Comment: Spitalfields Music (SM) are an established organisation that have been delivering education in the creative arts in Tower Hamlets for the last 29 years. The Neighbourhood schools project work with a small number of schools in Tower Hamlets in an in-depth way, constantly collaborating with schools to meet changing needs. For the last three years the Neighbourhood schools project has been majority funded by the City Educational Trust and is now returning for a further year's support for more specific elements of the programme. SM are requesting funding to start in the Summer term of 2019 when their existing funding comes to an end. Funding is being requested to support the costs of the trainee music leaders project, the Big Sing, the Phoenix creative project, a contribution to project management and evaluation of the scheme. At assessment it was clear that each element of this work would advance the research, study and teaching in the cultural arts. All elements of the work are focused on the teaching or study of music. SM have most of the match funding confirmed for this work and expect to have it all confirmed by the end of the financial year.

Recommendation: This is a good application that outlines how this work continues to meet and advance the objects of the City Educational Trust. SM have had links to the City of London for a long time and have received extensive funding for its work delivering the Spitalfields Festival and educational work in Tower Hamlets. As the Charity has an existing grant with the Trust no further grant can be released until sufficient monitoring information has been received. As SM have applied under the new policy of the City Educational Trust they can apply for up to two years of funding before being required to take a break in funding for one year. Funding is recommended as follows:

Recommendation: £20,000 to provide high-quality, inspiring music education experiences across Tower Hamlets schools which offer few opportunities for engagement in high-quality creative experiences. Funding is conditional on receipt of satisfactory monitoring information from the current funded grant from the City Educational Trust.

APPENDIX 3 – RECOMMENDATIONS & REJECTIONS – COMBINED EDUCATION CHARITY

**Applicant: Prisoners of Conscience (PoC) Appeal Fund (Ref: 15024)
(213766)**

Amount Requested: £15,000

Amount Recommended: £15,000

Originally established in 1962 as the relief arm of Amnesty International the Prisoners of Conscience (PoC) Appeal Fund is an independently constituted Charity. A grant making organisation they make grants specifically to prisoners of conscience – individuals who have been persecuted for their conscientiously held beliefs, provided that they have not used or advocated violence. Their grant recipients include political prisoners, human rights defenders, teachers and academics who come from different countries such as Burma, Zimbabwe, Sri Lanka, Tibet, Iran and Eritrea.

Financial Position:

For the year ending December 2017 the Charity had a turnover of £284,249 and held reserves of £66,262. Most of the organisations income comes from donations, grant and legacies. The Charity have forecast a slight increase in turnover in 2018 but not significant.

Year end as at 31 December	2017	2018	2019
	Examined	Forecast	Budget
	£	£	£
Income & expenditure:			
Income	284,249	326,175	329,947
- % of Income confirmed as at 29/10/2018	n/a	65%	1%
Expenditure	(289,844)	(323,108)	(329,226)
Total surplus/(deficit)	(5,595)	3,067	721
Split between:			
- Restricted surplus/(deficit)	4,268	0	0
- Unrestricted surplus/(deficit)	(9,863)	3,067	721
	(5,595)	3,067	721
Cost of Raising Funds	60,148	60,000	8,050
- % of income	21.2%	18.4%	2.4%
Operating expenditure (unrestricted funds)	201,493	161,616	229,786
Free unrestricted reserves:			
Free unrestricted reserves held at year end	66,262	69,329	70,050
No of months of operating expenditure	3.9	5.1	3.7
Reserves policy target	60,000	60,000	60,000
No of months of operating expenditure	3.6	4.5	3.1
Free reserves over/(under) target	6,262	9,329	10,050

Detail of Request:

We are applying for bursary grants for two PoC beneficiaries who exercised an act of conscience for human rights and as a result were persecuted and forced to flee to the UK.

Details of the two beneficiaries:

(1) BO worked for a Kurdish NGO (Migration Foundation), was a political activist and was forced to flee to the UK from Turkey. PoC awarded BO a post-graduate grant to study at the University of Sussex in 2016 - an MA in Human Rights. They had paid for the first year themselves and had saved half the costs of year two. They were awarded £3,106. BO is now applying for the Qualified Lawyers Transfer Scheme (QLTS), Barnet for 2017/18.

(2) OE received a PoC bursary grant in 2015 for an LLM at Birkbeck, University of London. OE is Kurdish (from Turkey) and was harassed and persecuted due to their ethnicity. They were smuggled out of Turkey in 1999 in a lorry and granted indefinite leave to remain in the UK in 2001. They have completed an LLB and an LLM at Birkbeck. They are applying for funds for the Legal Practice Course in Holborn to qualify as a solicitor.

Outcomes:

- Financial assistance for two bursary students.
- Assist the Combined Education Charity to meet its own charitable purpose by supporting post-graduate students in Barnet and Camden further their education.
- Both beneficiaries to qualify and become self-sufficient. They have suffered significant hardship as result of their stand for human rights and PoC are supporting them to positively transform their lives.
- As is often the case with PoC beneficiaries, they are likely to add significantly to society in London after qualification by using their careers for the protection and advancement of human rights; particularly as both beneficiaries are law graduates.

Officer Comment:

This application is looking for £15,000 to cover the cost of two bursary grants for two individuals that PoC are working with. The funding will cover the course costs of each of the individuals listed above who have seen significant trauma in their lives and are no longer able to live in their countries due to persecution.

BO will be studying a QTLS in Mill Hill Barnet over a one year period. The total course cost is £7,468 and PoC are applying for a £5,000 contribution in line with your policy.

OE will be studying a Legal Practice Course at BPP over two years. Course Fees are £8,000 annually and PoC have applied for £10,000 over two years towards the course fees in line with your policy.

PoC will manage the bursaries and make the funding conditional on the beneficiaries staying in touch, outlining their academic achievements and providing updates on what they do in the future. Each year PoC take provide 10 bursaries for individuals who are referred to them from across the UK. Your funding is being sought to support two individuals who both live and will be studying in London. At assessment it was clear that PoC have appropriate due diligence and vetting processes in place and are working with individuals who would struggle to find other funding to progress academically.

Recommendation:

PoC are a well-established Charity that are set up to make a variety of grants to individuals who have been persecuted for their conscientiously held beliefs and who are now residents of the UK. The City of London had previously supported this organisation and after the service based review on grant making lost out on funding due to changed criteria. This application has demonstrated how it meets the criteria of the Combined Education Charity as it will be supporting the bursary costs of individuals studying and living in London. The added benefit of this scheme is that PoC have a robust approach to selecting individuals and also track progress of grantees so will be able to provide details of how your funding has helped specific individuals. Funding is therefore recommended as follows:

£15,000 to support the bursary costs of two individuals that will be managed by the Prisoners of Conscience Charity.

Combined Education Charity – Recommendations

15033	City of London Academy Islington	<p>Purpose: To support the development of a Lead Practitioner to improve teaching and learning that leads to outstanding student outcomes.</p> <p>Educational Merit: This would allow us the opportunity to train and accredit our best practitioners, improving professional skills and expertise, helping embed and extend teaching and learning that impacts positively on student outcomes. This would also support us with recruiting and retaining excellent staff and develop future leaders of learning. The training package includes external CPD and ongoing online support.</p>
		<p>Officer Comment: This application is for £2,200 to pay for the School, Students and Teachers Network (SSAT) Lead Practitioner accreditation for a cohort of teachers and practitioners at the City of London Academy Islington. The accreditation provides schools with a tool to drive whole-school improvement, with a cohort of Lead Practitioners being supported to:</p> <ul style="list-style-type: none"> - Recruit, retain and develop future leaders for learning - Evaluate everyone’s individual impact, identifying their strengths and areas to develop - Introduce a framework of standards with impact at its core - Build a culture of effective, evidence-informed teaching and learning - Structure a school-wide professional development plan <p>The package includes identification of potential research projects and school improvements and 2-hour support sessions. The course will start in January and be completed in July 2019.</p> <p>The City of London Corporation in its general corporate capacity (City’s Cash) co-sponsors City of London Academy Islington (COLAI) with the City University London and appoints elected Members to serve as company members and Directors/Trustees. The Education Board retains strategic oversight of the City’s co-sponsorship of COLAI. Whilst the City as co-sponsor has no direct financial obligation to the academy trust, it is expected to offer on-going assistance and support to the academy trust to engender success. The assistance may be financial or in-kind. The City Corporation does provide financial and in-kind support to the academy trusts which it</p>

	<p>sponsors (from City's Cash), through a structured application process under the control of the Education Board.</p> <p>The City of London Corporation's co-sponsorship of COLAI has been considered during assessment of this project. This sub-committee in collectively discharging the City Corporation's duties as trustee of the City Educational Trust Fund and in considering the application from COLAI must take a decision which is only in the best interests of this charity. It is considered that there is no overriding conflict of interest for the City Corporation which would prevent the application being considered, as the City Corporation as co-sponsor will not receive any direct or indirect financial benefit as a consequence of any funding award from the City Educational Trust Fund and as the application has been submitted through an open, public application process and assessed on its merits against the published criteria. Further, it is considered that any conflicts of loyalty which may arise in members of this Sub-Committee also serving as a company member, trustee or school governor of COLAI can be managed through the transparent processes adopted by the City Corporation under the Members Code of Conduct and any conflict declared.</p> <p>This funding is designated for the development of staff at the City of London Academy and will further their development as teachers by giving them the skills to be Lead Practitioners and to train Lead practitioners of the future. This funding meets the criteria of the Combined Education Charity and funding is recommended as follows:</p> <p>£2,200 for a cohort of City of London Academy Teachers to take part in a SSAT Lead Practitioner accreditation.</p>
--	--

Rejections – Applications from Organisations

15029	Performing Productions	<p>Purpose: Performing Production wants to bring training to help disadvantaged young people 18 or over to raise their game when being interviewed for employment or for other purposes. The training aims to help their engagement with external objectives of showing how intelligent and confident they can be in unexpected situations. Students will use their cameras or phones to record their performance and keep a written diary of their progression of improvement. The group will prioritise constructive analysis or appraisal referring to their personal notes.</p> <p>Educational Merit: The Educational merit of this application have not been drawn out as much of the activity is focused on interview skills and employability.</p>
		<p>Officer Comment: The application is for £10,110 towards cost of premises, coordination and associated project costs to deliver a training programme for young people to improve their employment prospects and interview skills. Although this application has its merits and will help to support young people into employment the applicant has not made it clear how the work will boost educational attainment. At assessment your officer noted that the organisation is a Community Interest Company which does not necessarily preclude them from funding from the Combined Education Charity but would require a decision from Trustees to agree to support an organisation like this outside of its set policy. The organisation has a small turnover and this grant would significantly increase its turnover. When your officer assessed the accounts of the organisation they noted a deficit in 2016 and 2017 which would be deemed as a financial risk at this stage. If your committee were in favour of this type of support, it would be recommended that feedback is provided to the organisation about drawing out the educational benefits of this work and providing more detail on how it is improving its financial position.</p>

15032	City of London Academies Trust (City of London Academy Shoreditch Park)	<p>Purpose: To enhance the cultural capital experience of our students through educational visits across London</p> <p>Educational Merit: We are developing the cultural capital of our Hackney students. We are unable to fund the cost of travel as well as ticket prices. We aim to further develop the education in Cultural Arts and Science and Technology. Trips will include Rowing at Downey Lake, Cycling at the Velo Park, trips to the Globe Theatre and the Natural History Museum.</p>
		<p>Officer Comment: The application is for £10,000 towards the cost of offering a range of trips and experiences to students at the City of London Academy Shoreditch Park. The application was extremely brief and very little detail was provided about how these activities would advance the education for the young people involved in the trips. Funding is recommended for rejection and feedback will be provided that substantial further information needs to be provided for any future applications to the Charity.</p> <p>The City of London Corporation in its general corporate capacity (City's Cash) sponsors City of London Academy Trust (CoLAT), which runs Shoreditch Park, and appoints elected Members to serve as company members and Directors/Trustees and CoLAT school governors. The Education Board retains strategic oversight of the City's sponsorship of CoLAT. Whilst the City as sponsor has no direct financial obligation to the academy trust, it is expected to offer on-going assistance and support to those academy schools to engender success. The assistance may be financial or in-kind. The City Corporation does provide financial and in-kind support to the academy trusts which it sponsors (from City's Cash), through a structured application process under the control of the Education Board.</p> <p>The City of London Corporation's sponsorship of CoLAT has been considered during assessment of this project. This sub-committee in collectively discharging the City Corporation's duties as trustee of the City Educational Trust Fund and in considering the application from CoLAT must take a decision which is only in the best interests of this charity. It is considered that there is no overriding conflict of interest for the City Corporation which would prevent the application being considered, as the City Corporation as sponsor will not receive any direct or indirect financial benefit as a consequence of any funding award from the City Educational Trust Fund and as the</p>

		<p>application has been submitted through an open, public application process and assessed on its merits against the published criteria. Further, it is considered that any conflicts of loyalty which may arise in members of this Sub-Committee also serving as a company member, trustee or school governor of CoLAT can be managed through the transparent processes adopted by the City Corporation under the Members Code of Conduct and any conflict declared.</p>
--	--	---

Rejections – Applications from Individuals

15023	Applicant 1	<p>Purpose: The grant would be primarily used for maintenance and resources expenses. This will include travel expenses, utilities and perhaps help with rent (rent support will exceed the grant limit), also for books, stationary and food.</p> <p>Educational Merit: This funding will enable me to focus on my fulltime studies without having to worry excessively about finances nor working too many hours which will become detrimental to my studies. Essentially my current financial situation is such, that if I am unable to secure funding I will have to drop out from the course.</p> <p>The funding is essential for me to pursue my post graduate studies and it will enable me to progress academically and professionally. I am pursuing my Masters as part of my own personally development and progression with the hope of submitting a proposal for my PhD upon completion. The funding will ensure I am not deprived of an opportunity merely due to financial circumstances.</p>
		<p>Officer Comment: This application is seeking £5,000 towards travel expenses, books, stationary and utilities to support the applicant while studying an MA in Islamic Studies Full-Time at SOAS, University of London. The applicant has received full funding for the course from the National Zakat Foundation. The applicant is requesting support for the second half of their studies towards academic and subsistence expenses. The applicant is Living and Studying in London.</p>

		<p>Although this application meets the objects of the Combined Education Charity they have not demonstrated how they have unsuccessfully made determined efforts to access sufficient funds from elsewhere. They have been successful in receiving a Bursary grant for the full cost of the course. Additional to this your officer contacted the applicant several times to receive additional information required to assess the applicant's needs. No proof of circumstances was provided at application and no additional correspondence was received. Funding is therefore recommended for rejection as this application is incomplete.</p>
15025	Applicant 2	<p>Purpose: I'd really appreciate support helping me with various financial commitments that I have. Such as rent, car insurance, cost of travel and my home and internet costs and other bills. Also, study materials like reference books. Also, stationary.</p> <p>Educational Merit: If I could get a grant, then this would help my financial worries. I'd be able to focus more on my studying. This is especially important as I am going into the 2nd term of my final year.</p>
		<p>Officer Comment: This application is seeking £5,000 towards household costs including groceries, utility bills, rental arrears and to contribute to the applicant's daughter's university costs in the Czech Republic. The applicant is studying an HND in Business Management at St Patrick's College in Tower Hill. This application was incredibly brief, and no effort has been put in to demonstrating how this funding application meets the criteria of the Combined Education Charity. No reference has been made to the educational benefit of this grant. No supporting information was provided by the applicant that is requested during the application process. This application is therefore recommended for rejection.</p>

15026	Applicant 3	<p>Purpose: Educational support- books, software, travel, household bills, rent.</p> <p>Educational Merit: It would make it easier for me to continue my studies with a top up year next year. And it will help my learning and development this year too. I am a mature student and deeply grateful for the opportunity to study but it is very difficult for me study properly without additional support. I have a £7,500 loan to pay back with NatWest. I am really struggling financially.</p>
		<p>Officer Comment: This application is seeking £5,000 towards rent, household bills, a moped licence and insurance and a contribution towards paying off a NatWest Bank loan. The applicant is studying an HND in Business Management at St Patrick's College in Tower Hill. The application is incredibly brief, and no work has been done to demonstrate the educational benefit this grant will make. It is not clear how this application will be furthering the objects of the Combined Education Charity and no supporting information was provided with the application for your officer to make a full assessment. This application is therefore recommended for rejection.</p>

This page is intentionally left blank