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| <b>Committee</b><br>Education Charity Sub-Committee   | <b>Dated:</b><br>12 <sup>th</sup> December 2016 |
| <b>Subject</b><br>Grant Recommendation Report – City Educational Trust Fund, Combined Education Charity | <b>Public</b>                                   |
| <b>Report of:</b><br>Chief Grants Officer   | <b>For Decision</b>                             |
| <b>Report author:</b><br>Jack Joslin, Central Grants Programme  |   |

### Summary

The 'Education and Employment' funding theme, which forms part of the Central Grants Programme (CGP) opened to applications on 15<sup>th</sup> August 2016.

The two charities providing funding through this theme are the City of London Corporation City Educational Trust Fund (290840) and the City of London Corporation Combined Education charity (312836).

The first closing date for the 'Education and Employment' theme grant applications under the Central Grants Programme was on the 15<sup>th</sup> November 2016. These applications have been assessed and this report recommends grant decisions for both charities.

### Recommendations

- To note the Central Grants Programme assessment process, eligibility criteria and budget.
- To review and approve the recommendations for applications received under the The City Educational Trust Fund and Combined Education Charity.

### Main Report

#### Background

1. On 19 May 2016, the Policy and Resources Committee agreed that the Education Board be appointed as the Grand Committee responsible for the Combined Education Charity and City Educational Trust Fund.
2. At the July 2016 Education Board Members agreed that the existing eligibility criteria for the Combined Education Charity and City Educational Trust Fund would remain in place until March 2017. The Education Board also agreed that Education Charity Sub-Committee review the funding criteria to ensure alignment with the Education Strategy and implement any required amendments before the 2017/2018 funding cycle.

3. The current eligibility criteria for both charities are provided as Appendix 1.

### **Central Grants Assessment Process**

4. The Central Grants Unit (CGU) grant assessment process draws on City Bridge Trust's expertise in the field of grant-making and demonstrates good practice.
5. Prior to grant applications being submitted to this Sub-Committee for approval, each individual application has undergone a series of due diligence checks by the CGU to ensure compliance with the established eligibility criteria. A copy of the standard checklist for both charities is provided as Appendix 2.
6. Recommendations are made to this Sub-Committee based on applicants demonstrating how they align with the established criteria, whether they have provided the required evidence to support their application, and had their financial assessment approved by the Head of Charity and Social Investment Finance in the Chamberlain's Department.
7. All individual applicants to the Combined Education Charity were requested to provide information regarding their personal circumstances. From the information disclosed judgements on the applicants' eligibility were made in line with the Joseph Rowntree Minimum Income Standards.<sup>1</sup>
8. The deadline for applications received under the 'Education and Employment' theme of the CGP was 15<sup>th</sup> November 2016 and all assessments conducted over the 2 week period following the closing date by the Senior Grants Officer overseeing the CGP.

### **Combined Education Charity**

9. The Combined Education Charity received a total of 14 applications. 1 application has been received from a school and 13 applications from individuals. An overview of all applications recommended for approval, rejection or which were withdrawn is provided as Appendix 3.
10. The Combined Education Charity received applications totalling £38,740. The current funds available for dispensing for the Combined Education Charity are £28,600. Taking into account the maximum 12%<sup>2</sup> (£3,432) management fee it is recommended that this Sub-Committee allocate no more than £25,168 in this round.

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<sup>1</sup> 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.

<sup>2</sup> 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 2017/2018 funding cycle.

11. Following an assessment of all the applications received, 9 applications have been recommended for approval totalling £25,000.

### **City Educational Trust Fund**

12. The City Educational Trust Fund received a total of 5 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 £114,500. The current funds available for dispensing for the City Educational Trust are £93,241. Taking into account the maximum 12%<sup>3</sup> (£11,188) management fee it is recommended that this Sub-Committee allocate no more than £82,053 in this round.

14. Following assessment by the Senior Grants Officer, it is recommended that this Sub-Committee approve 3 funding applications totalling £19,500.

### **Appendices**

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

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

Appendix 3: Combined Education Charity – Grant Recommendations

Appendix 4: The City Educational Trust Fund – Grant Recommendations

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<sup>3</sup> 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 2017/2018 funding cycle.