

**CITY AND DIOCESE OF LONDON VOLUNTARY SCHOOLS FUND
GRANT MAKING POLICIES - NOVEMBER 2017**

The Fund, administered by the LDBS exists to give grants to individuals attending Church of England Schools in the Diocese of London, who are in **demonstrable need of** financial assistance for their continuing education at school, college or university or their entry into employment. Given the limited funds available, it has been the policy of the trustees to concentrate on providing grants to assist with the costs of school journeys/field trips, music tuition and maintenance costs which are not ordinarily met from statutory funding. A number of schools apply to the Fund on behalf of pupils who wish to go on school journeys. But other requests from individuals and parents are also considered. The notes below are guidance for those wishing to apply for grants on behalf of pupils.

Item	Policy
Eligibility of individuals seeking assistance	<p>Applicants must:</p> <ul style="list-style-type: none"> - be under age 25 - have attended a CofE school in the Diocese of London for at least 2 years - be demonstrably in need of financial assistance - be able to provide evidence of individual/family income <p>Supporting references must</p> <ul style="list-style-type: none"> - certify the applicant's age - certify that the applicant attended a CofE school for at least 2 years - be specific but may be brief - demonstrate the need for financial assistance - demonstrate the benefit of the grant to the applicant
Maximum annual grant to an individual	£500 (excluding school journey/field trips)
Maximum total grant to an individual	£1,000
Total grants to a number of individuals <u>currently</u> attending the same school	<p>Maximum of £2,000 per annum for a secondary school</p> <p>Maximum of £500 per annum for a primary school</p>
Primary school journeys/field trips	Maximum £100 per pupil per annum (maximum £1,500 per annum for pupils attending the same school)
Secondary school journey/field trips	Maximum £300 per pupil per annum (maximum £2,000 per annum for pupils attending the same school)
Retrospective claims	Retrospective claims are not normally be considered
Music or other personal tuition	see limits for school and individual
Assistance with further, higher and vocational education	see limits for individual (not to be included in the total for their former school)
Sports/physical education facilities/coaching of a type not provided by the LA	see limits for school and individual
Maintenance/improvement of school premises	permitted by scheme but current policy is not to award grants due to shortage of funds
Application forms	<p>Application forms can also be downloaded from our web site</p> <p>https://www.ldbs.co.uk/grants-for-school-journeys/</p>
Closing dates for all applications	<ul style="list-style-type: none"> • for summer term to be received by 28th February • for autumn term to be received by 30th June • for spring term to be received by 31st October