

# ESF COMMUNITY GRANTS



# London Learning Consortium (LLC)

London Learning Consortium is a Community Interest Company that works for the benefit of communities and businesses across London and the South East. We deliver skills and education programmes ourselves and in partnership with Voluntary and Community Sector learning providers and other learning and skills delivery organisations. We provide a range of services to our partners and funders within the learning and skills sector. Our work focuses on where the need is and how best to ensure impact.



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# The Education and Skills Funding Agency (ESFA)

The ESFA has contracted with LLC to act as a managing agent and to make ESF Community Grants available in the form of small grants (up to £20,000), to third sector and other small organisations for the purpose of mobilising disadvantaged or excluded unemployed and inactive people to enable their progress towards employment.



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# ESF (European Social Fund) Funded

**The ESF Community Grants are funded by the European Social Funds.**

**<https://www.gov.uk/government/publications/european-social-fund-eligibility-documents/esf-national-eligibility-rules-and-programme-guidance>**



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# Grant Recipient Eligibility

To be successful in applying for a Community Grant, Applicants must be a **Third Sector Organisation** (any size which operates within the Third Sector) or **Small Organisation** (Employ fewer than 49 full time equivalent staff and have an annual turnover or balance sheet equal to or below EUR 10 million).

**Applicants must be able to provide their last year's Financial Return.**



ESF National  
Eligibility Rules

# Grant Recipient Eligibility

**Organisations that access grants need to be well placed to reach excluded individuals facing barriers, which hinder their access to mainstream provision Grants. You will:**

- engage with marginalised individuals and support them to re-engage with education, training, or employment.
- support a range of activities aimed at assisting the disadvantaged or excluded to move closer to the labour market by improving their access to mainstream ESF and domestic employment and skills provision; and
- provide support to the hardest to reach communities and individuals, especially those from deprived communities, to access employment or further learning and training.



# Key Priorities

**The objective of the Community Grant is to enable locally targeted support for areas of need as consistent with the challenges set out in the SELEP Skills Strategy and to:**

- develop the capacity of the community and to meet local needs; undertake activities that promote social inclusion;
- build employment and enterprise skills through the voluntary and community sector; provide intensive support to help upskill individuals and move towards and enter work;
- engage those individuals who are the hardest to reach through innovative approaches.

# Target Groups

**Participants targeted must be 16 +, Not in Receipt of any type of Income and Not in any type of Training our Courses:**

- Participants over 50 years of age
- Participants with Mental Health, Disabilities and/or Learning Difficulties (LLDD)
- Homeless people
- ex- offenders
- LGBTQ+
- Participants from an ethnic minority (BAME)
- Participants who are Women
- Parents/mothers
- Carers
- Migrants and refugees
- Groups with low labour market participation



# Expression Of Interest Expectations from Panel

## Eventual questions Panel may ask when challenging the application:

- Are Starts and Progression Figures enough?
- Is a similar project already delivered in the same location?
- Could the project be funded elsewhere (i.e., local college)?
- Is the project good value for money?
- Is this application a continuation of previous application?
- Consider Applicants Cash Flow and Financial Situation via Account Summary?
- Budget = How does the Grant Applicant aim to raise any shortfall?
- Are References needed?
- Any successful previous achievements?
- Any strong Employer partnerships?
- Previous experience working on an ESF Funded Programme?
- Is there a Detailed Learner Journey?

## Possible reasons for application being rejected:

- Grant Cannot be used for Capital funding.
- Value for money?
- Not providing added value
- Grant cannot be for duplication of existing activity?
- Expression Of Interest not providing information needed/not strong

# Expression Of Interest Expectations from Panel

## Possible Application Outcomes:

Following Panel's assessment of Grant Application, Panel Members can decide one of the following:

- Approve the Application with full amount requested
- Approve the Application with different amount requested
- Request Further Clarifications
- Reject the Application

# Expression Of Interest Expectations from Panel

Recipients of this funding will be required to meet record keeping requirements in line with ESFA and ESF funding guidelines. Support, including templates and regular one to one meeting, will be provided to help organisations comply with these requirements.

Examples of the records required for each participant can be requested from Zaia – [community.grants@londonlc.org.uk](mailto:community.grants@londonlc.org.uk)



Learner Eligibility  
Guidance

# Expression Of Interest Expectations from Panel

## Volunteer-led organisations, registered charities and CIOs must:

- Have a management committee with a minimum of four unrelated members
- Have a bank or building society account in the name of the organisation/group, with a minimum of two unrelated cheque signatories
- Have charitable aims
- Provide evidence of good governance practices and sound financial management (including registering with the Charity Commission, CASC or other governing body, depending on the size of the organisation)
- Usually, you must register with the Charity Commission if your charity is based in England or Wales and has over £5,000 income per year. We may ask for evidence of this in the form of a letter from the Charity Commission confirming receipt of your application for charitable status.

## Social enterprises, Community Interest Companies (CIC) and other companies must:

- Have a management committee with a minimum of three directors, or four directors if two are related
- Have a bank or building society account in the name of the organisation/company, with a minimum of two unrelated cheque signatories
- Have clear charitable purposes and a defined social benefit
- Have a recognised status (e.g. a company limited by guarantee), and be registered with the necessary relevant body (e.g. Companies House)
- Have a nominated organisation as an asset lock body.

# Expression Of Interest Expectations from Panel

**In addition, social enterprises, CICs and other companies must demonstrate within applications that:**

- the company has been registered for a minimum of 12 months
- a reasonable percentage of their income has been earned through trading
- the project they wish to fund is not a tradable asset or service
- sessional costs are in line with an appropriate pay spine structure
- the application is made for cost to deliver the project not managing the CIC
- the project or activity for which funding is sought is charitable i.e. it must not be part of the trading services for which they would usually have a charge
- there is clear evidence of need (consultation etc.) from the community and the benefit must also be clear

# Expression Of Interest Expectations from Panel

**In managing your organisation, we would expect that the appropriate policies are in place. These should include (if appropriate) but not be restricted to:**

- safeguarding policies and procedures for children and vulnerable adults
- public liability insurance
- employer's liability
- equality and diversity
- disclosure and barring service (DBS) checks carried out and in place for all paid and unpaid volunteer staff working with children and vulnerable adults
- suitable planning permissions and/or other regulations approval are in place prior to the commencement of any improvements to building or land as required.

As part of the Due Diligence, we ask that Grant Recipients submit their Policies and Action Plans and Staff Training Certificates, within 6 weeks of starting their Delivery.

LLC provides examples and templates, via SharePoint and its website: [LLC Policies - London Learning Consortium \(londonlc.org.uk\)](https://www.londonlc.org.uk)



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# Expression Of Interest Expectations from Panel

## **We are unable to accept application from groups that:**

- have not returned monitoring forms for previous grants
- are subject to an investigation by the Charity Commission, the police or any other organisation in a legal capacity
- are connected to the donor unless a full and independent assessment has taken place to ensure that there is no conflict of interest and the proposed grant offers value for money,
- have restricted membership other than that associated with the objects of the group itself i.e., necessary for the safety/wellbeing of disadvantaged users,
- fail due diligence or do not comply with Charity Commission guidelines i.e. we would not make grants to organisations that had related bank signatories, several related trustees, income well in excess of the threshold for charitable registration etc.



# Expression Of Interest Expectations from Panel

## What we cannot fund:

- unspecified contributions to general fund-raising appeals or large projects,
- for profit or commercial elements of charitable organisations,
- capital items for general office or company resourcing (non-project),
- public bodies to carry out their statutory obligations,
- direct replacement of statutory or public funding,
- party political activity and campaigning,
- contingency funding,
- refreshments or food,
- building or buying premises or land rights,
- projects that solely support animal welfare
- purchase of vehicles (running costs will be considered),
- feasibility studies or initial community consultations,
- fundraising activities,
- deficit or retrospective funding,
- sponsored events, multiple trophies or prizes,
- general running or core costs, except as a proportionate contribution to a project,
- CIC start-ups
- wholly grant-maintained CICs
- profit making or business ventures, including start-up costs
- activities that are primarily about proselytization or supporting worship activities (faith organisations may apply for funding towards a project/activity that is open to the whole community and has wider social benefits)

# Expression Of Interest Expectations from Panel

## **We do not normally fund:**

- national or regional charities, although we can support local branches of national charities if they are financially independent and locally managed.
- salaries through Community Grants but it may be considered by some of our other programmes (please check the specific programme criteria), organisations whose free reserves include more than 12 months of running costs,
- medical research and equipment,
- organisations that do not have their own bank account (in exceptional circumstances and through prior agreement with the Foundation a group may nominate an organisation to hold the funding on their behalf.

# Payments

20% Start payment.



Payment Policy

70% On Programme Payment payments.

To be divided by the number of months the project shall be operating and paid on a monthly basis.

10% End of Contract Evaluation.

# Due Diligence Expectations



Due Diligence  
Questionnaire

# Support to Grant Recipients

As **the lead of the Community Grants Contract**, I am dedicated to supporting and guiding each Grants Applicants from the Application to the End of the Delivery. I am always available to answer Grant Recipients queries over the phone, email and via Teams. I implement processes and activities, such as Telekits, to help ease the completion of the formalities and help Grant Recipients meet the contract requirements.

I believe in a one-to-one approach, and a forward and transparent attitude towards Grant Recipients. I encourage Grant Recipients to share good practice, help each other, and be involved with the decision process as a Panel Member. All relevant documents, guidance, updates, Q&As are regularly shared with Grants Recipients via email, and easily accessible to Grant Recipients via a robust online Portal. I deliver group sessions online such as On Boarding meetings, Refresher sessions and others.

Coming from years of working and being involved within the Voluntary and Community Sector, I take this role to heart as I find it gratifying to be able to help the third sector or small organisations change local people's life.

One of the results of the Intense one-to-one Support is that some current Grant Recipients who never worked on an ESF Contract before the ESF Community Grants are now applying for a second contract following their successful achievement.

# Panel Dates

- View future panel dates here: [Microsoft Word - CG-Panel-Schedule-Updated-230420.docx \(londonlc.org.uk\)](#)
- **All Programme Delivery will need to be completed by End of December 2022.**
- **Applications received late will be submitted to the following Panel.**

The **London South** Panel has been cancelled as the London South ESF Community Grants have now been fully allocated. No future Panel is due to be scheduled until further notice. LLC will review the situation early 2022 and decide if another London South Panel needs to be organised. In which case, we will contact you to ask if you still wish for your Application to be submitted to the Panel. Please keep an eye on our website or Contact Zaia Merabet for further clarifications. We apologise for the inconvenience caused.

# Contact Details

- Further details regarding the LLC Community Grants can be found on our website at: <https://www.londonlc.org.uk/community-grants/>
- We can also be found via our social links [Twitter | Facebook | Instagram | LinkedIn](#)
- We would like to invite anyone who may have interest in the ESF Community Grants to contact Zaia via [community.grants@londonlc.org.uk](mailto:community.grants@londonlc.org.uk).
- We will then arrange for a telephone or Teams Meeting where Zaia will be able to clarify any points and answer all questions.



# Coast to Capital (C2C)



# Delivery Area

**The Coast to Capital Grant Applicants must deliver their activities and target residents from within any of the Local Authorities listed below:**

- Arun (West Sussex)
- Adur (West Sussex)
- Brighton and Hove (Brighton and Hove Unitary Authority)
- Chichester (West Sussex)
- Crawley (West Sussex)
- Epsom and Ewell (Surrey)
- Horsham (West Sussex)
- Mid Sussex (West Sussex)
- Mole Valley (Surrey)
- Reigate and Banstead (Surrey)
- Tandridge (Surrey)
- Worthing (West Sussex)

# Coast to Capital

Although the Panel will consider all applications equally, we aim to prioritise applications that deliver projects within **Epsom and Ewell (Surrey), Mole Valley (Surrey), Reigate and Banstead (Surrey) and Tandridge (Surrey)**, and who target ideally but not exclusively **BAME, 50+, No Basic Skills and who are Economically Inactive**.

# Successful Grant Recipients

View successful Grant Recipients and their achievements here:

[List-of-all-Successful-ESF-Community-Grant-Recipients-Coast-To-Capital-2022.pdf](#)  
([londonlc.org.uk](http://londonlc.org.uk))



# South East LEP (SELEP)



# SELEP

- **The South East LEP (SELEP)** has agreed a five-year skills strategy to be available at <http://www.southeastlep.com> accompanied by an evidence base. The Managing Agent's delivery of the Services must be consistent with the ambition and priority this set out at this link: [www.southeastlep.com/our-strategy/skills/](http://www.southeastlep.com/our-strategy/skills/). As set out in the Skills Strategy, SELEP is committed to building an economy which provides opportunities for all and delivers inclusive growth.
- Evidence is clear that access to a long-term job is fundamental to many barriers faced by individuals including mental health, homelessness, ex-offenders and people with Disabilities. SELEP believes that Small Organisations play a crucial role in supporting individuals and in having a local presence and network essential for providing support.

# Delivery Area (1/2)

**The South East LEP (SELEP) Grant Applicants must deliver their activities and target residents from within any of the Local Authorities listed below:**

- Essex
- Southend
- Thurrock
- Kent
- Medway
- East Sussex



# SELEP

## Key Documents/Sites – Please review before preparing your submission

- **ESF Eligibility Criteria:**
  - [European Social Fund national eligibility rules V5 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
- **SELEP Strategy:**
  - [SELEP-Skills-Strategy-v14-0818-WEB.pdf \(southeastlep.com\)](https://southeastlep.com) + [Skills - The South East Local Enterprise Partnership \(southeastlep.com\)](https://southeastlep.com)”

# London South (LS)



# Grant Allocation

To date, LLC has allocated all of its London South Grants and won't accept Applications for London South until further notice.

Please keep an eye on our website or contact Zaia via [community.grants@londonlc.org.uk](mailto:community.grants@londonlc.org.uk) for further updates.



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# Delivery Area

**The London South Grant Applicants must deliver their activities within any of the Local Authorities listed below:**

- Croydon (Target now fully achieved)
- Kingston Upon Thames
- Merton (On Target)
- Richmond Upon Thames
- Sutton

# London South

We aim and hope to allocate the Grants available to organisations that deliver projects within **Sutton and Kingston**, and who target ideally but not exclusively people with **Disability and/or Learning Difficulties (LLDD)** and who are **Economically Inactive**.



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# Successful Grant Recipients

View successful Grant Recipients and their achievements here:

[List-of-Successful-ESF-Community-Grant-Recipients-London-South-2022.pdf](#)  
[\(londonlc.org.uk\)](#)



We look forward to hearing from you.

