

# MAYOR OF LONDON

## Application Information – previously asked questions

Please find below answers to questions that were raised previously. The information contained is intended to provide additional information to bidding organisations when making applications for the Skills for Londoners Community Outreach Programme 2024-25.

**Q1. What type of marketing is permitted to help engage outreach? Can we use funding to pay for a TV advert etc.?**

- A. Organisations can decide on what the best type of marketing will be to engage their target cohorts. This marketing spend should be outlined in the project budget as part of the application process.

**Q2. Can the SfL Community Outreach be match funded by other organisations?**

- A. The full cost of delivering this project should be covered within the funding available. We are not requiring match funding on this programme.

**Q3. Can a London Borough or larger organisation act on behalf of Community Organisations? For example, could they apply as a Consortium if they have a turnover of over £500,000**

- A. The turnover threshold for eligible organisations must be less than £500,000 per annum and therefore Local Authorities and bigger organisations may struggle to meet the organisational requirements. Local authorities and larger organisations are encouraged to support eligible bidding organisations through support on delivering the project.

**Q4. How will the funding be split across different boroughs and London regions?**

- A. The GLA are not being prescriptive about where applications come from and we are encouraging applications from across all London boroughs. Applications will then be scored and funding will be allocated based on merit. Within your application bidders are encouraged to provide a clear rationale for the boroughs of delivery chosen

**Q5. Will organisations with smaller incomes be able to apply for larger grants, is there a threshold of eligibility on the income threshold and grant amount?**

# MAYOR OF LONDON

- A.** The Community Outreach Programme is specifically targeted towards small community organisations with an annual turnover of less than £500,000. The level of funding awarded will be subject to meeting the due diligence checks.

**Q6. Can organisations who have been running less than a year apply?**

- A.** In order to be considered for a grant, successful organisations will need to provide:
- an annual account or report for last year, plus current bank statements.
  - confirmation of registered company/charity name;
  - confirmation of registered address.
  - confirmation of company/charity registration number.
  - confirmation of VAT registration number; and evidence of public liability and employer's liability insurance.

Further information can be found in the Prospectus.

**Q7. Can charities apply with a business or for-profit company**

- A.** To be eligible for the programme, the funding the grant will be awarded to must:
- be a user-led London-based community, voluntary, faith, cultural or grassroots organisation
  - be a registered charity, social enterprise or Community Interest Company that can demonstrate a track record of transparent financial accounting processed
  - have an annual income under £500,000
  - hold a UK bank account
  - be an individual or un-constituted community group nominating a partner organisation to receive funds on their behalf

**Q8. Is this funding available for organisations directly delivering adult education courses?**

- A.** The funding should be used to increase Londoners' participation in adult learning and should not be used to deliver training or employment support activity directly.

**Q9. Are partnerships and subcontractors/sub grantees allowed?**

# MAYOR OF LONDON

- A. Yes, organisations may apply as a Consortium or as a Lead organisation with sub-grantees.

## **Q10. What is an unconstituted group?**

- A. Unconstituted groups are groups of individuals who come together normally to undertake activities around/about a shared interest or concern about a particular issue. This shared interest or concern connects them, such as a desire to improve their local neighbourhood or support each other as parents. People often form these groups, sometimes also called community groups (which can include local people or communities of interest) who are committed to doing something, wanting to work together and are aiming to solve a particular problem or meeting a certain need. Unconstituted groups do not need to create a formal constitution or be registered with any regulatory body unless it has an annual income above £5,000, (in which case you are required to register with the Charity Commission). However, as they are not a legal entity, they are unable to enter into contracts, buy or lease property, and employ people in its own right. If applying as an individual or un-constituted community group, you would need to nominate a partner organisation to receive the funds on your behalf, with who the grant will be entered with and due diligence carried out.

## **Q11. Can referrals be for learning that takes place in local community?**

- A. Yes. Whilst the GLA are keen to improve participation with GLA funded adult learning provision, referrals to non GLA funded adult learning courses can be reported.

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