

**CITY AND DIOCESE OF LONDON VOLUNTARY SCHOOLS FUND
GRANT MAKING POLICIES AS AT 18 OCTOBER 2007**

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 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	Applicants must: <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 in need of financial assistance
Supporting references	<ul style="list-style-type: none"> - must certify the applicant's age - must certify that the applicant attended a CofE school for at least 2 years - must be specific, but may be brief - must demonstrate the need for financial assistance - must demonstrate the benefit of the grant to the applicant
Retrospective claims	Retrospective claims will not be considered
Maximum annual grant to an individual	£500
Total grants to a number of individuals <u>currently</u> attending the same school	Maximum of £2,000 per annum for a secondary school Maximum of £500 per annum for a primary school
Primary school journeys/field trips	Maximum £50 per pupil per annum (maximum £1,000 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)
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 LEA	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	Application forms are available from Dee Thomas at the LDBS 0207 932 1168 dee.thomas@london.anglican.org Application forms can also be downloaded from our web site www.london.anglican.org/schools then click on 'services'
Closing dates for all applications	<ul style="list-style-type: none"> • for summer term to be received by 28 February • for autumn term to be received by 30 June • for spring term journeys to be received by 30 October