

# MAYOR OF LONDON

## Team London Young Ambassadors

### Small Grants for Schools 2018/2019

#### Information Sheet

Team London Young Ambassadors, the Mayor's volunteering programme for schools, connects young Londoners with their communities through social action. As well as giving schools access to inspirational assemblies, workshops and youth summits, schools are invited to apply for small grants funding of up to £1,000. The programme is made possible by the generous match-funding from the #iwill Fund and is delivered by WE Charity.

Since the programme began in 2013, we have helped 430,000 young people in over 2,000 schools across London start volunteering projects on issues they really care about.

The Team London Small Grants for Schools are intended to support schools to do something even bigger and better for their local community. We encourage applications from Primary schools, Secondary schools, Pupil Referral Units and Special schools.

As much as possible, projects should be led by the students from conception to delivery.

We are particularly interested in supporting projects which focus on the Mayoral priority areas of environment and air quality, gangs and knife crimes, gender equality, homelessness, mental health and wellbeing, and social integration.



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## Frequently Asked Questions

### What are the Team London Small Grants for Schools?

Team London Young Ambassadors have the opportunity and voice to make a real difference; the Team London Small Grants for Schools are designed to give young people additional funding of up to £1,000 to help them to take their social action project to the next level.

### Who is eligible to apply for a Small Grant?

All schools who have engaged in the Team London Young Ambassador programme are welcome to apply for a Small Grant.

### What support will the school get in applying?

Schools should complete their Expression of Interest forms independently with maximum input from the students involved. You are welcome to speak to your WE School Coordinator if you would like to discuss your project idea beforehand.

The applicants will be shortlisted by a panel of judges and the shortlisted schools will be invited to attend a pitch day in December. The shortlisted schools will be contacted by their WE Schools Programme Manager and will be supported in preparing their pitch.

### What happens at the pitch day?

Young people from the shortlisted schools will be invited to deliver their pitch at City Hall. **Primary schools** will deliver their pitch on **Monday 3 December 2018** and **Secondary schools** will deliver their pitch on **Friday 7 December 2018**. This pitch will be in front of a panel including staff from Team London, #iwill and WE Charity.

The young people will have five minutes to pitch their idea and will then take questions for up to five minutes. The pitch should include details on budget, timelines and project impact. Schools will be invited to bring a small group of supporters with them on the day.

The young people will be given some feedback on the day but will not be notified of the outcome until the following week.

### How many schools will be awarded a Small Grant?

23 grants are available of up to £1,000.

### When will we receive the funding?

Grants will be awarded by January 2019. The payment process will be coordinated by WE Charity and transferred to the school via BACS. The school will be asked to provide their finance/bank details in November 2018 when they are confirmed as a shortlisted school.

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## When do the projects have to run?

Projects should run between January 2019 – July 2019. All projects must be completed by **July 2019**. Schools are asked to provide a written project update in April 2019 which are shared with funders and allow us to offer support where necessary.

## What are the benefits for the school?

A Small Grant will give you an additional resource to deliver impactful social action projects for the benefit of your local community. Your efforts will be showcased on our Team London website and social media channels.

## What are the benefits for the young people?

As well the community benefit, involvement in the grants programme will give your students the chance to build new skills such as public speaking, leadership and budgeting. They will also receive certificates and be recognised for their hard work at the Celebration Events in July 2019; for **Primary Schools** this will be **Thursday 4 July**, and for **Secondary Schools** this will be **Thursday 11 July**.

## How do I get my school involved?

Please complete the Expression of Interest form and return it to [TeamLondon@WE.org](mailto:TeamLondon@WE.org) by **Friday 12 October 2018**.

## Who should I contact if I have questions?

Please contact your WE Schools Programme Manager or email [TeamLondon@WE.org](mailto:TeamLondon@WE.org).

## What type of projects have been awarded previously?

You can view previous projects by [clicking here](#) but please note this is the first year where we have had a specific emphasis on Mayoral priority areas.

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## Grants Timeline for schools

**September 2018**

Team London Young Ambassador schools invited to apply.



**Friday 12 October 2018**

Deadline for applications. All schools will be asked to complete the Expression of Interest Form which can be found on page 5 of this document.



**Friday 2 November 2018**

All applicants notified of outcome.



**Monday 5 November 2018 - Friday 30 November 2018**

Schools are supported by WE in their action planning and pitch preparation.



**Monday 3 December (Primary) and Friday 7 December (Secondary)**

Shortlisted schools invited to present to an expert panel for five minutes, followed by up to five minutes of questions from the panel.



**Friday 14 December 2018**

Schools notified of the outcome.



**Monday 17 December 2018 - Friday 18 January 2019**

Grant funding is released.



**April 2019**

Schools submit project updates to WE



**July 2019**

Celebration Events for all funded projects to present back to their peers, Team London, #iwill and WE. Primary Schools will attend on Thursday 4 July, and Secondary Schools will attend on Thursday 11 July.

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## Expression of Interest Form

Please submit this form to [TeamLondon@we.org](mailto:TeamLondon@we.org) by **Friday 12 October 2018**.  
You can also request a Word copy by emailing [TeamLondon@we.org](mailto:TeamLondon@we.org).

Name of school	
Borough	
School Address	
Lead teacher's name	
Lead teacher's email address	
Lead teacher's telephone number	

Tell us about your idea (max. 200 words)

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How will it be bigger and better than your project(s) so far? (max. 200 words)

How will it involve the local community? (max. 200 words)

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