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| Skills for Londoners COVID-19 Response Fund Application Form – Strand 2 |

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Greater London Authority

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City Hall

The Queen’s Walk

More London

London SE1 2AA

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About this form

This form should be used to apply for funding from the Skills Response Fund (“the Fund”). You must apply by **30 June 2020** if you intend to access funding through the Fund. We reserve the right to reject your application where we have concerns.

Please email your completed version of this form to AEB@london.gov.uk with the subject line: *Skills Response Fund Application*.

The form is made up of two sections:

**Section 1** – requires some basic contact information so we can get in touch with you about your application.

**Section 2** – requires you to provide a description of how you have costed your project, its intended objectives, and how the project will maximise benefits to learners.

**All questions** must be answered for your application to be assessed.

Please **do not** exceed the word count for each question.

Section 1 – Contact information

|  |  |
| --- | --- |
| **Contact information** | **Response** |
| Provider name | Click or tap here to enter text. |
| Provider address | Click or tap here to enter text. |
| UK Provider Reference Number (UKPRN) | Click or tap here to enter text. |
| Primary contact name | Click or tap here to enter text. |
| Primary contact e-mail | Click or tap here to enter text. |
| Primary contact telephone number | Click or tap here to enter text. |
| Secondary contact name (in case we need to get in touch and the primary contact is ill) | Click or tap here to enter text. |
| Secondary contact e-mail | Click or tap here to enter text. |
| Secondary contact telephone number | Click or tap here to enter text. |

Section 2 – Your proposal

|  |
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| **Question** |
| 1. Please provide a summary of your proposal. (**max. 300 words**).

*Your response should explain how your intended project will build capacity to address the challenges of delivering learning at distance. Please also set out the delivery timescales.***Please note:** If your proposed activity will be delivered by one of your existing subcontractors, your response should clearly set out the name of the organisation(s) and the rationale for their involvement.Click or tap here to enter text. |
| 1. Please explain how your proposal is costed. (**max. 200 words**)

*Your response should provide a breakdown of project costs and explain how your project will maximise benefits for learners. You should also explain how this activity is not covered by your normal day to day operational budget.*Click or tap here to enter text. |
| 1. Please state the amount of funding you wish to apply for – providing a breakdown for amounts in 2019/20 and 2020/21 (if applicable)

|  |  |  |
| --- | --- | --- |
| 2019/20 | 2020/21 | Total |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

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Declaration

By submitting this application, you confirm:

* all the information you have provided is true and accurate to the best of your knowledge.
* you have read the Skills for Londoners COVID-19 Response Fund Prospectus and understand the conditions of funding.
* your organisation will only make one application for each strand
* you accept that the GLA may ask for additional information to assess your application and, as a condition of funding, you will provide this information.
* should any information you provide in your application be revealed to be false or misleading your application may be rejected and any grant monies paid returned to the GLA.

|  |  |
| --- | --- |
| Contact name | Click or tap here to enter text. |
| Date when form was completed | Click or tap to enter a date. |

Other formats and languages

For a large print, Braille, disc, sign language video or audio-tape version of this document, please contact us at the address below:

Greater London Authority
City Hall
The Queen’s Walk
More London
London SE1 2AA

Telephone **020 7983 4000
www.london.gov.uk**

You will need to supply your name, your postal address and state the format and title of the publication you require.

If you would like a summary of this document in your language, please phone the number or contact us at the address above.