

30TH ANNIVERSARY COMMUNITY SPONSORSHIP FUND GUIDELINES

The 30th Anniversary Community Sponsorship Fund is created to hold a shared celebration with the local communities. The fund is designed to empower groups in East London so that the region, and its people, can reach their full potential.

Who is eligible?

In 2017 LCY will award to local charities and community organisations grants ranging from £300 to £3000. The funding is available to social enterprises, schools, charities, community organisation and not for profit organisations. Groups should have a constitution and a bank account in the name of their organisation.

The Criteria

The criteria for the 30th Anniversary Sponsorship Fund are:

- **CSR Strategy Focus Areas** - All applications should clearly show how they meet one or more of the following areas:
 - A. Community & Local Economy – building stronger communities
 - B. Education – raising aspirations of East Londoners
 - C. Employment – tackling local unemployment
 - D. Environment - mitigating the environmental effects of the airports operations

For more information on the focus areas: LCY's CSR strategy please read our 2016 CSR Report.

- **Location** - The project must take place in one (or more) of the following boroughs – Newham, Greenwich, Tower Hamlets, Havering, Barking & Dagenham, Redbridge, Waltham Forest and Bexley.
- **Community Involvement** - The proposal needs to show how local people are involved in the project.
- **Lasting impact on the community** – The proposal needs to show plans to maintain and build upon the achievements of the project as well as the way the impact is measured.
- **Awareness raising** – The proposal should demonstrate how you will let the press and local people know about your project and publicise the funding from the 30th Anniversary Community Sponsorship Fund.
- **Innovative** – a fresh approach for a community project or an initiative which is modelled on a project that has been successful elsewhere is highly welcomed.

- **Duration of the project** - the project must start within 2 months of the Grant Agreement date and completed by the end of 2018.

These criteria will help you to complete the grant application, for further advice on how to apply, please contact us on community@londoncityairport.com

Submitting the application

Please fill out the online form on:

Representatives from London City Airport will assess every application according to the set criteria outlined above. Please feel free to include links to images or external videos.

Once you have submitted your application you will receive an email to confirm that your application is submitted. The application deadline is on **Friday the 28th of July 2017**.

The application process consists of two stages:

First round	4 th August 2017 (Short listed projects announced)
Second round	4 th September 2017 (Projects who received a grant announced)

Payment of the award

Successful applicants can invoice for the first 50% of the grant as soon as they have submitted a signed Grant Agreement). The final 50% will be paid on receipt of a project report, which includes proof of expenditure for the full amount of the award. All applicants should claim funds within 2 months of receiving notification of the award, and the final sum should be claimed no later than 1 year from the same date.