



Capability & Capacity Grant 2018/19 Application Form

Purpose of the grant

As stated in the *Skills for Employment* programme specification, the purpose of the grant is to enable the sustainability of Careers support to be delivered in 2018/19 and beyond in order to meet the requirements of the new Careers strategy. For example, the following types of activity would be eligible for funding: professional development of the Careers Leader; staff training to provide Careers support for SEND /vulnerable pupils; purchasing/establishing dedicated Careers resources (excluding staff or consultancy time) or facilities.

Due to the need to direct funds wholly to sustainable activity, support for pupils is not eligible. However, it may be provide the match-funding for the grant.

Terms and conditions of the grant

The grant must be match-funded to equal value by the cost of other Careers activity or support the school/college would provide e.g. funding a workplace visits for pupils.

All grant expenditure must be evidenced by proof of payment.

A review meeting (maximum one hour) will be held with WCC at the school/college in Spring term 2019 to discuss the impact achieved by use of the grant.

A brief evaluation report summarising activity funded by the grant and its impact will be submitted to WCC by 18th July 2019 on the template provided with the grant award letter.

The grant may only be spent on activity set out in this application. Variations may be agreed with WCC in advance of any changes being implemented.

WCC reserves the right to claw back any unspent grant. If the grant is not fully spent in the 2018/19 academic year, the balance may be used in the following year subject to advanced consent being obtained and the submission of an interim evaluation report by 18th July 2019.

Please complete the sections overleaf expanding them, if necessary, to provide sufficient space for your answers. Please save your completed form as a Word document and e-mail it to skillsforemployment@warwickshire.gov.uk between 1st June and 31st October 2018. Decisions on applications will be communicated to applicants within 15 working days and grants will be paid within a further 15 working days.

SfESGR5AF

Name of School/College:

Named Contact:

E-mail:

Telephone:

How much grant are you applying for?

£

Please explain below how you propose to use the grant

Please explain how the above activity would be sustainable without further funding

How would the grant expenditure be evidenced?

Please describe the Careers activity that would match-fund the grant

Declaration:

I am a senior manager with authority to confirm the match-funding described in section above and submit this application. I accept the terms and conditions above.

Name:

Job title:

Date: