

OFFICERS' SUMMARY GRANT APPEAL REPORT

APPEAL NOT TO BE UPHELD:

Schedule d: Alan Senitt Memorial Trust

Funding recommended following appeal:	Nil
Cabinet Decision 18 th March 2010:	Nil
Funding Requested 2010/11:	£10,000

Funding was not recommended to Alan Senitt Memorial Trust because:

- (1) They had identified 4 schools where the project will be delivered, and only one is located in Harrow. This was not clearly reflected in their project cost, as they had requested two thirds of the project costs.
- (2) They had scored nil on an essential question: "The applicant has not identified or demonstrated the need for the service. There is limited information about Shared Futures project and the evaluation of pilot project.

Grounds for Appeal:

The organisation is appealing against officers' recommendations not to award them funding for 2010/11. They have stated that their application did not request full funding for the project as not 100% of the participants were from Harrow. They have also stated that their programme will be extended in 2011 to 4 further schools (of which at least one may be in Harrow).

It was not clear from the organisation's budget that the funding requested was for Harrow Schools only, and the statement that their programme will be extended to other schools in 2011 is new information which was not highlighted in their grant application. In section 5 of the grant application form a list is provided of the four schools that benefited in 2009/10, which includes one from Harrow and indicate the possibility of one more school in Harrow and Hayes but does not mention their plans for 2010/11. It is apparent that majority of their service is provided out of the Borough. Assuming that their activities will be delivered in the same schools as in 2009/10, it is apparent that they have requested two thirds of the project costs, which would be more than the amount required, as only one out of four schools or possibly one other school in Harrow and Hayes would benefit from the project.

As Alan Senitt scored nil on an essential question, see above, their application was eliminated at the third stage of the assessment process. In the original application Alan Senitt stated that 'there is no other programme of this kind...' but do not qualify this claim or state why there is a need for a leadership programme for young people. They mention that they had a discussion with schools but did not state what needs were identified or which schools in Harrow were involved. Although, they mention that a full evaluation was undertaken, they did not use the findings to support their application.

Recommendation:

The basis of the original recommendation that funding is not recommended should stand. Therefore, based on the reasons outlined above, Alan Senitt's Memorial Trust appeal should not be upheld.

Schedule d: Letter of appeal from Alan Senitt Memorial Trust

SCHEDULE C :
ALAN SENITT MEMORIAL TRUST

14 March 2010

Clr David Ashton
Leader of the Council & Portfolio Holder for Finance
Harrow Council
Station Road
Harrow, Middlesex
HA1 2UH

Dear Clr Ashton

Re: Grant Application

I refer to our grant application and my petition at the Grants Advisory Panel meeting and would now like to formally lodge an appeal on behalf of The Alan Senitt Memorial Trust on the following grounds:-

1. The application process was not transparent .
2. That as we are a new Trust inexperienced at making grant applications we were not assisted to ensure our application received the same consideration as other applicants who had received funding previously.
3. **The process was not equal for all groups.**
4. Only 2 advice sessions were notified (with short notice) one of these being on a Jewish festival and the other being during working hours enabling only larger trusts with staff to be able to attend or volunteers who did not work elsewhere.
5. The Grant officers did not follow up on any of the points they have raised in their dismissal of our application. All points which could have been swiftly responded to educate the Officers about our Trust and the work we do.
6. The statement that they are not aware of our Trust again shows there were no enquiries made about us. Our work is known to the Mayor, the Deputy Mayor, our local MP Gareth Thomas and our local Councillor, Chris Noyce. The events leading up to the setting up of the Trust and the work of the Trust have been widely covered by local, Jewish and national press. In any case, references are part of the application process so that independent information can be sought about organisations. There are several hundred organisations working in the borough and Grants Officers cannot know all organisations but should not make prejudicial statements about knowing an organisation implying that it is an unknown quantity with no track record. **That statement could influence decisions and is unfair.**
7. Although for mailing purposes our address is given as being in Kings Langley, we actually operate the Trust from our home in Pinner (we have been Harrow residents since 1978 and our children all attended Harrow schools).

Trustees

Emma Senitt (Chair), James Senitt (Vice Chair), Karen Senitt (Secretary), Russell Chaplin (Treasurer), Jack Senitt, Neil Rudolph, Nicki Cohen, Peter Raphael, Ross Petar, Simon Petar

Patrons

HRH Prince Hassan of Jordan, Lord Greville Janner of Braunstone QC, Lord Parry Mitchell, Chief Rabbi Sir Jonathan Sacks, Rabbi Tony Bayfield, Poju Zabladowicz, Matt Lucas, Lady Amelie Jakobovits, Lord Jeffery Sterling Baron of Plaistow CBE GCVO, Sir Gulam Noon

8. The Alan Senitt Community Leadership is a **unique and innovative programme** designed to provide young people with the skills and confidence to take up leadership roles now and in the future in their local community for the benefit of others. In 2009 60 graduated from the course with approximately a quarter of them from the Harrow area. The current programme sees 50 participating from the same 4 schools with about a quarter again of them being from the Harrow area. For 2011 the programme will be extended to 4 further schools (at least one other in the borough of Harrow). **This programme fulfils the objectives of "Every Harrow child matters" and "to increase and inspire young people to take on volunteer roles in their community."**
9. Our application did not request full funding for the project as we thought this would be inappropriate as not 100% of the participants were from Harrow.
10. We feel the way the way the officers decided on who to support and who not to support was **unjust and that they had insufficient knowledge of the charities working in the Harrow area.**
11. We can provide support for our programme and our application through the evaluation report from the pilot project, as well as letters of support from the 2009 graduates, their parents, their teachers and the local Day Centre they volunteered in. Please let us know if you require these or anything in order for our appeal to proceed.
12. **At a time when youth crime is a worry for the whole community, The Alan Senitt Memorial Trust provides a unique solution by engaging with young people at school**

We hope Cabinet will take a second look at our application, the Officer Report and the Grants Advisory Panel Recommendation and ensure that an innovative and exceptional project is given the chance to benefit Harrow's children and the wider community. We are happy to meet with you, and/or others, to discuss the programme in more detail if required.

Yours sincerely,

Karen Senitt
Hon. Secretary

Trustees

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<i>Name of organisation:</i>		Alan Senitt Memorial Trust			
<i>Project Name:</i>		Community Leadership Programme			
Funding priority (expected outcome)		Every Harrow Child – Provide activities and services within the wider community.			
Type of Grant	Medium	Total Cost of Project	£15,200	Funding requested	£10,000
Funding recommended	£0	Funding for 2009/10	£0		

Recommendation

Funding is not recommended because:

- The organisation has identified 4 schools that the project will be delivered in and only one is in Harrow and this is not reflected in their project costs.
- They have scored nil on an essential question (see below)

Project summary (Information provided by applicants)

Background

The Trust was set up in July 2006 to continue the work, life and aspirations of the late Alan Senitt by providing educational and training opportunities to empower young people to take an active role within their own communities and the wider community for the benefit of others through skills training in community leadership, religious harmony and good citizenship.

A pilot project was run in 4 schools in Harrow, Hayes, Bushey and Watford during 2008/09 to enable young people of different faiths to come together to develop new skills and share their experiences and participate in community projects. This included helping at a Day Centre for the elderly, providing extra reading at a Primary School, clearing up and promoting a local park and providing a transition programme for Year 6 pupils at a primary school. 60 students from the schools outlined above participated in the pilot programme.

The project

Funding is requested to continue the programme described above and is mainly to cover the salary costs of 2 supply teachers per school and towards 6 Masterclass leaders.

Assessment Results (E – essential, D – desirable)

1. The applicant has not identified or demonstrated the need for the service. There is limited information about Shared Futures project and evaluation of pilot project. (E)
2. The applicant has demonstrated how it will address the funding priorities and expected outcomes. (E)
3. It is not clear if the project will be delivering in the same schools next year. Only one of the schools listed is in Harrow. (D)
4. The applicant has not stated how they will target young people from different backgrounds. Categories selected are based on current participants. (D)
5. The applicant has not stated who and how many young people will benefit from this project. The information given is based on current participants, not on who will benefit in the future. (D)
6. They have stated how much they are requesting. (D)
7. The budget provided is not clear and realistic – further breakdown required. (D)
8. Not clear if all the funding requested will be used to cover revenue costs, as further breakdown not provided. (D)

Score: 9 out of 16

Schedule d: Copy of Alan Senitt Memorial Trust original grant application

Eligibility Criteria

SCHEDULE C : ALAN SENITT
MEMORIAL TRUST

Do you meet the following criteria?

"Grant aid is available to support voluntary and community organisations to deliver services, where this resource is for the benefit of people living, working or schooling in Harrow."

YES NO

1. Organisation Contact Details

Name of Organisation	The Alan Senitt Memorial Trust		
Organisation Address	We do not have our own premises		
	Postcode:		
Address for Correspondence (if different to above)	Unit 5 Rectory Farm, Gade Valley Close, Kings Langley, Herts		
	Postcode: WD4 3HG		
Fax		Website:	www.alansenitt.org
Contact Person 1	Karen Senitt	Position in Organisation	Hon Secretary
Telephone	07714960212 / 020-8866787	Email	karen@alansenitt.org
Contact Person 2	James Senitt	Position in Organisation	Vice Chairman
Telephone	07920464812	Email	confuzed1@hotmail.co.uk

Name of Organisation: Please give the full name as it appears on your governing document, such as constitution, memorandum of understanding, etc. This should be the name of the organisation that will receive and sign the grant agreement or service level agreement, if the application is successful.

Organisation Contact Details: The contact person should be a member of the management committee or a senior employee of the organisation. They must have the authority to complete this application on behalf of the organisation. During the course of our assessment we may wish to contact you, so please ensure that the contact details you provide are correct.

2. About your Organisation

a. How would you define your organisation? Please tick which ones of the following applies to your organisation. You may need to tick more than one.

Company limited by guarantee Reg. No:
 Friendly society
 Registered charity
 Residents Association
 Mutual Society
 Partnership (please describe)
 Part of a regional or national organisation
 Other (please describe)

b. When was organisation set up? Month July Year 2006

c. Briefly describe the purpose of your organisation.

The Trust has been set up to continue the work, life and aspirations of the late Alan Senitt by providing educational and training opportunities to empower young people to take an active role within their own communities and the wider community for the benefit of others through skills training in community leadership, religious harmony and good citizenship.

a. Defining your Organisation: Please state how you would define your organisation. If your organisation is a registered charity as well as a company limited by guarantee, you must tick both boxes and provide the registration numbers. If your organisation is neither but has a written constitution, you must tick "Other" and describe your organisation as an unregistered organisation. As evidence, you will need to submit a copy of your constitution or Memorandum and Articles of Association if your application is successful. You also need to indicate if your organisation is part of a regional or national body.

c. Briefly describe the purpose of your organisation: Please explain the purpose of your organisation and what you are trying to achieve, i.e. your overall aims and objectives.

3. Policies and Procedures

Please confirm that you have all of the following policies/statements and procedures in place?

- A constitution/memorandum and article of association/deeds of trust
- A bank account in the organisation's name
- Policies for the protection of children and vulnerable adults (if relevant)
- Health and safety
- Appropriate insurances and indemnities procedures (if relevant)
- Written statement of commitment to equal opportunities
- Certified or audited accounts from the previous year (by an independent person). If your organisation has been running for less than 15 months, you may not be able to give us this so in these cases we will accept a 12-month financial projection for the year when you will spend the grant
- Employment and staffing policies and procedures, which address the recruitment and selection, and training of staff and volunteers
- System to monitor the quality of services delivered

4. About the Proposed Service

a. Name of proposed service

The Alan Senitt Community Leadership Programme

b. Is this a new service? YES NO

c. What needs have you identified for this service?

There is no other programme of this kind that currently runs for all young people although there are similar programmes that are run by some youth movements. The Trust felt that it was important to give as many young people as possible the opportunity to be able to take on leadership roles both now and in the future in their own communities. There is a strong need to give young people the skills and confidence to take this on and to promote young people in a good light to break down stereotyping. In discussion with the government backed Shared Futures project and various High Schools it was established that there was a need for such a programme and a new programme was established with Shared Futures and StreetwiseGB for Year 10 pupils which would work well alongside the Citizenship GCSE and would meet the aims and objectives of the Trust.

d. How will your service address these needs?

The pilot project ran in four schools in 2008/09 and linked 4 schools of different faiths (Multi faith - Nower Hill High, Pinner; Sikh - Guru Nanak, Hayes; CoE - Watford Boys Grammar; Jewish - Immanuel College, Bushey). The programme provided 5 group Masterclasses on leadership skills and community issues alongside weekly sessions in each school where the young people worked as a team using the skills to organise and run a local community programme. Their community projects included helping at a Day Centre for the elderly, providing extra reading at a Primary school, clearing up and promoting a local park and providing a transition programme for Year 6 pupils at a primary school. The pilot programme showed there was a need for this and 60 students participated. The effect the programme had on the students was inspiring and addressed the needs of society in general. A full evaluation of the programme was undertaken. It is hoped to expand on the programme each year and to be able to offer it to more and more schools in the future.

PLEASE NOTE: You are not required to submit supporting documents at this stage. Successful applicants will need to submit this information once a grant has been recommended at the relevant Grants Advisory Panel meeting (subject to agreement by Cabinet).

PLEASE NOTE: The Grant will be withdrawn if the correct supporting documents are not submitted by the agreed deadline. (Please refer to the enclosed "Information to Applicants" for details).

a. Name of proposed service:

Please give your service a short title that best describes what will be delivered. Try to make it unique to your service.

c. Need for this Service: Please explain how you know that your targeted users/beneficiaries need this service. Please provide evidence that you have gathered and used to justify the need for this service, for example:

- feedback from your users
- consultation
- local or national research

d. How will your service address these needs?: Please explain the purpose of your activity and how it will address the need you have identified.

e. Which one of the following funding priorities and outcome will your project/service address?
(Please tick ONLY one)

Funding Priority	Expected Outcomes	Please tick
Economic Development in Harrow	• People have better chances in life – with better access to training and development to improve their life skills.	<input checked="" type="checkbox"/>
An Improving Environment	• Improve local biodiversity – active management of local sites	<input type="checkbox"/>
Every Harrow Child	• Reduce crime and anti-social behaviour amongst young people and provide support for young victims of crime; • Provide activities and services within the wider community.	<input checked="" type="checkbox"/>
Culture, Communities and Identity	• Enable people from different backgrounds to get on well together; • Increase adult participation in sport; • Increase engagement in arts; • Enable people to access local services through the provision of advice and support; • Reduce crime; • Reduce domestic violence; • Develop mutual support and independence within the community.	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
Health, Wellbeing and Independence	• Sustain and improve the health and well-being of vulnerable people, i.e. older people, people with disabilities or terminal illnesses, etc; • Provide employment opportunities or training for employment for adults with learning disabilities; • Provide sports and physical activity for children and young people; • Provide preventative mental health services for children and young people.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
The Future of Public Services and Democracy	• Provide language support to people whose first language is not English (ESOL); • Provide volunteering opportunities. • Build the capacity of the voluntary and community sector.	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

TO idu/or
Kam Sadi

f. Please explain how your service will address this outcome.

Each year our project will turn out confident young people who will have all the skills necessary to take active leadership roles within their own communities and the wider community. New young people will be inspired to take on voluntary roles and become involved citizens. Young people will have a better understanding of other faiths creating racial harmony. The young people will have respect for each other and for other people.

Please consider one of the following:

1. What difference will this service make to the beneficiaries' lives?
 Please explain the benefits or outcomes that you expect to achieve from your proposed service, for example:

- Greater independence;
- Participants gain a qualification;
- Acquire a new skill.

2. How will the service build the organisation's capacity?
 For example:

- Increase volunteering
- increase training and development opportunities for volunteers and paid staff
- improve the infrastructure of the organisation.

Please link this to the funding priorities and expected outcomes.

5. Service Delivery

a. Where will your service be delivered? (Please list all venues)

For 2009/2010 Nower Hill High School, Pinner; Guru Nanak School, Hayes; Watford Boys Grammar School; Immanuel College, Bushey and possibly one other school in Harrow and Hayes.

b. Who will it be delivered by?

Volunteers

Paid staff

Both

c. If the service is to be delivered by a paid member of staff, are they

New

Existing

d. How will your service address the needs of Harrow's diverse community?

It will bring young people of different faiths together to learn, study and work together as a team breaking down barriers and creating racial harmony, tolerance and understanding. It will create confident young people willing to help others and a new generation of volunteers for the community as well as future leaders of the local community and wider community.

e. How will you know that the service has been successful?

Through continual evaluation and the deliverance by each group of a local community project which is sustainable beyond the year of the programme of study.

a. Where will your service be delivered?: Please state where your activities will happen. If your service covers a number of venues, please give details.

d. How will your service address the needs of Harrow's diverse community?: The Borough of Harrow consists of diverse communities, many of which are excluded from participating in aspects of daily life. For example, some communities may have difficulties accessing local services for various reasons. Please consider and/or explain the following, if relevant to your service:

- How will you ensure that your service is accessible and appropriate for Harrow's diverse community;
- If you have identified any groups who could benefit but are less likely to take part, explain why this is the case and what you will do to address it;
- How you will plan to promote or publicise your service;
- If you are targeting your service at a particular community, please explain why?

e. How will you know that the service has been successful?: Please explain how you will know that your service has been successful in meeting the needs that you have identified.

6. Who will benefit from the Service?

a. How many people will benefit from this service?

60+ per year plus their local community

b. Please indicate which of the following groups will benefit from your activities:

<p>ASIAN OR ASIAN BRITISH</p> <p><input type="checkbox"/> Afghani</p> <p><input type="checkbox"/> Bangladeshi</p> <p><input checked="" type="checkbox"/> Indian</p> <p><input checked="" type="checkbox"/> Pakistani</p> <p><input type="checkbox"/> Sinhalese</p> <p><input type="checkbox"/> Sri Lankan Tamil</p> <p><input type="checkbox"/> Any other Asian background – please specify</p>	<p>BLACK OR BLACK BRITISH</p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> Ghanaian</p> <p><input type="checkbox"/> Nigerian</p> <p><input type="checkbox"/> Somali</p> <p><input type="checkbox"/> Any other Black background – please specify</p>
<p>MIXED</p> <p><input checked="" type="checkbox"/> White and African</p> <p><input checked="" type="checkbox"/> White and Asian</p> <p><input type="checkbox"/> White and Caribbean</p> <p><input type="checkbox"/> Any other Mixed background – please specify</p>	<p>WHITE</p> <p><input type="checkbox"/> Albanian</p> <p><input checked="" type="checkbox"/> British</p> <p><input type="checkbox"/> Gypsy/Roma Traveller</p> <p><input checked="" type="checkbox"/> Irish</p> <p><input type="checkbox"/> Irish Traveller</p> <p><input type="checkbox"/> Polish</p> <p><input type="checkbox"/> Romanian</p> <p><input type="checkbox"/> Russian</p> <p><input type="checkbox"/> Serbian</p> <p><input type="checkbox"/> Any other White background – please specify</p>
<p>OTHER ETHNIC GROUPS</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Iranian</p> <p><input type="checkbox"/> Iraqi</p> <p><input type="checkbox"/> Kurdish</p> <p><input type="checkbox"/> Lebanese</p> <p><input type="checkbox"/> Other Arabs</p> <p><input checked="" type="checkbox"/> Any other Ethnic group – please specify</p>	

c. Which one of the following groups will benefit from your service?

Gender: Male Female

Age

Under 5's	5-16	17-25	26-35	36-45	46-55	56-65	65+
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Disabled: YES NO

7. Cost of Service?

a. How much funding are you requesting?

£10,000

b. What is the total cost of the proposed service?

£15,200

c. Please complete the proposed service breakdown below

PROPOSED SERVICE BREAKDOWN			
EXPENDITURE CATEGORIES	ITEM DESCRIPTION	QTY	COSTINGS £
Staffing Cost	School supply teacher cover £150 x 8 (2 per school) x 6 sessions		7,200
	Masterclass leaders	6	3,000
	Sub Total		10,200
Volunteers expenses			
	Sub Total		Nil
Overheads (e.g. utility bills/maintenances/repairs)	school travel costs,		1,000
	Sub Total		1,000
Legal and professional fees, insurance	Our insurance cover is provided at a no cost		
	Sub Total		Nil
Venue	Group seminars take place in schools free of charge		
	Graduation event		1,000
	Sub Total		1,000
Project Costs (e.g. Materials/stationery/printing/refreshment)	Materials, photocopying, graduation certificates, refreshments (6 day seminars plus graduation),		3,000
	Sub Total		3,000
Other Expenses			
	Sub Total		
Total Cost of Service			15,200

d. Has your organisation secured funding or do you have plans to raise funds from other sources for this or similar services for the benefit of Harrow's diverse community?

YES NO

This information will allow the Council to gain a better understanding of which external Funders are supporting local services.

If YES please complete the table below:

FUNDRAISING CATEGORIES	PURPOSE	PROJECTED ANNUAL INCOME	FUNDING CONFIRMED Y/N
Fees and Charges			
Donations	To support the running of The Alan Senitt Community Leadership Programme	£20,000	
Sponsorships	Participation in the London 10K (annual)	£5,000	

FUNDING BODY (please list names below)	PURPOSE	PROJECTED ANNUAL INCOME	FUNDING CONFIRMED Y/N
Portcullis Trust	Application submitted		N
The Philip Green Memorial Trust	"Friends" Membership	£1,000	Y

PLEASE NOTE: This information will not be used as part of the assessment process.

8. Future of the Service

Please explain how you plan to continue with this service when this funding has ceased.

The Trust continues to raise funds through events, donations and other programmes of the Trust as well as seeking other sources for funding.

Apart from applications to other grant-funding bodies, what other efforts have been made to ensure your services can be sustained in the future and/or become partially self-funded.