

## ALLEN & OVERY BEN OGDEN MEMORIAL FUND

The Ben Ogden Memorial Fund has been established by Allen & Overy in memory of Ben Ogden who was on his way to becoming a very successful solicitor. He passed his Legal Practitioners Course with flying colours and at the end of his two year training contract with Allen & Overy he was taken on in their employment and pensions department.

It was during his qualification break that he tragically died in the Nepalese air crash on 28 September 2012. The startling thing about Ben was that, without interfering with the success of his studies and training, in three years he contributed a huge amount to the community through charity and pro bono work.

*'Our Ben lived life to the full and filled every moment either with a specific activity or simply by taking time to learn about something new. Ben cared enormously about the world in which he lived and especially those people whom he came into contact with. Even though Ben was humble about his pro-bono and community work he was passionate about helping others and we are so proud that his legacy can live on through this important memorial fund.'*

Ben's family – parents Andy and Pat, sister Amy and his partner Stephanie

East End Community Foundation is distributing grants on behalf of the Allen & Overy Ben Ogden Memorial Fund to improve access to and opportunities in education, employment and training for residents in the London boroughs of Hackney and Tower Hamlets.

### How much money is available?

The total value of the fund is £35,000. Organisations may apply for grants up to £2,500.

### What are the grants for?

Grants will be awarded to quality projects delivering activities designed to increase educational attainment, improve training opportunities (accredited or unaccredited) and develop employability skills and employment outcomes for local residents in Tower Hamlets and Hackney.

Organisations should have a clear set of outcomes demonstrating how the activities will positively impact on the education, skills development or employability of participants and how this will benefit participants beyond the life of the project.

Organisations should demonstrate previous experience or skills and the appropriate links or networks in the local area to deliver their proposal. In all cases, applications must demonstrate that there is a need for the project or service and that, where appropriate, the people who will benefit have been involved in the planning and development of the proposed activities.

**Allen & Overy is particularly interested in applications with innovative ideas and new approaches to supporting participants in the areas of education, employment and training, particularly related to marginalised individuals and those dealing with mental health issues.**

Projects that can demonstrate they will work towards the following outcomes will be prioritised:

### **Education & Training**

- Participants receive additional educational support
- Participants increase their engagement and motivation with education and learning
- Participants gain new skills that they can use beyond the life of the project
- Participants receive training on key skills
- Participants gain an accreditation
- Participants enter further education or training

### **Employment**

- Participants increase their employability skills
- Participants increase their work readiness
- Participants gain work experience
- Participants gain sustainable employment or self-employment
- Participants access volunteer opportunities designed to increase their skills
- Participants are linked to local employment opportunities

### **Who can apply for funding?**

To be eligible to apply, organisations must:

- be a not-for-profit organisation that is formally constituted i.e. have a signed governing document in the group's name
- be connected with and meeting the needs of the local community
- have at least two unrelated management committee members if they are an unincorporated organisation or voluntary group
- have good financial management procedures, including a record of income and expenditure
- have a bank account in the name of the group, with at least two unrelated cheque signatories
- have a safeguarding policy in place of working with young people and children under the age of 18 or vulnerable adults, where applicable

**Applications from organisations that have a financial deficit will not be considered.**

### **What types of activities cannot be funded?**

- Expenditure or activities that have already taken place. By this we mean that retrospective funding will not be awarded; applications may be for on-going provision
- Services which are a statutory responsibility (i.e. are the responsibility of the Council, Government or Health Authorities)
- Projects that have no community or charitable element i.e. commercial ventures

- Projects that take place outside of the target area. If the proposed project is taking place just outside the area but is still benefiting residents within it, contact EECF to discuss whether this would be eligible
- Projects that are purely for the advancement of religion or politics
- Foreign travel
- Mother tongue classes
- Activities for people from a single community (where others are excluded from participating)

**East End Community Foundation does not make grants to individuals.**

## Allen & Overy Foundation

Organisations with an active grant (awarded within the last 12-months) from the Allen & Overy Foundation (London) are ineligible to apply to the Ben Ogden Memorial Fund.

## Repeat Funding

There is a two-year funding policy in place for successful organisations. Organisations are eligible to apply for a maximum of two consecutive grants over a period of two years. After this, organisations will be ineligible for support for a 12-month period.

## Equal Opportunities

East End Community Foundation and Allen & Overy are committed to equal opportunities for all, and we expect groups and organisations applying for grants to show that they are aware of equal opportunities, and can demonstrate commitment to them. Accordingly, organisations applying for grants for the first time are required to submit their Equal Opportunities Statement with their application.

## Monitoring

If your application is successful, you must be able to spend the money within 12 months of the grant being awarded. You will need to keep financial records of how the grant is spent, including receipts and invoices. You will also be required to keep records of the identified outputs e.g. number of people benefiting from the project and the identified outcomes e.g. the difference the project has made to them. East End Community Foundation will require a case story from one participant so it is important to gather information throughout the duration of the activities. These pieces of information must be submitted in an end of grant report form in accordance with the monitoring timetable indicated within the grant offer letter.

The contribution of the Allen & Overy Ben Ogden Memorial Fund must be acknowledged in any promotional literature or annual report issued on your behalf within twelve months of receiving the grant or any instalment of the grant. Copies of such material must be supplied to East End Community Foundation free of charge.

## How do I apply for funding?

To receive a link to the online application form please contact the EECF Grants Team on 020 7345 4444 to discuss your proposal. You can also email a brief description of your proposal with your contact details to [grants@eastendcf.org](mailto:grants@eastendcf.org)

## Timetable

There are two application deadlines for the Allen & Overy Ben Ogden Memorial Fund in 2019. Organisations will be notified of the outcome of their application 10-12 weeks after the application deadline.

The application deadlines for 2019 are:

- **12 noon on Monday 24th June**
- **12 noon on Monday 2nd December**