



Department
for Education

Camila Batmanghelidjh
Chief Executive
Kids Company
1 Kenbury Street
London
SE5 9BS

1st July 2013

Dear Ms Batmanghelidjh

Re: Grant Offer Letter Improving Outcomes for Children Young People and Families

This Grant Offer is made between:

(1) The Secretary of State for Education and

(2) Kids Company of 1 Kenbury Street, London, SE5 9BS with Charity Commission registration number 106829 and Companies House Registration 03442083.

This letter confirms that a grant will be awarded under the National Prospectus Grant Programme for Improving Outcomes for Young People and Families. In 2013-14 the maximum amount of grant payable will be £3million and the indicative maximum amount of grant in 2014-15 will total £4million subject to performance/delivery in year one. The Department will confirm the indicative 2014-15 grant allocation in writing to the Kids Company by no later than 20 December 2013.

Such grant is subject to the Department for Education Grant Terms and Conditions as displayed on the website having been met. This Grant Offer Letter, relevant annexes and the Grant Terms and Conditions together make up the Grant Funding Agreement.

Any grant paid by the Secretary of State will be paid pursuant to Section 14 (2b) of Education Act 2002 and will accordingly be paid only in respect of approved expenditure incurred by Amibition for the purpose of the funded activities. This letter must be read in conjunction with the relevant annexes:

Annex A - Acceptance of Grant Offer and effective date

Annex B - Bank account details

- Annex C** - Claiming Grant in Arrears
- Annex D** - Claiming Grant in Advance
- Annex E** - Details of Grant Allocations
- Annex F** - List of Objectives for which the grant is being paid
- Annex G** - Annual Certification of Expenditure (external auditor / accountant's report arrangements)
- Annex H** - Grant Payment schedule
- Annex I** - Sample Exit Plan
- Annex J** - Sample Progress Report Template

To accept this offer of funding, please sign both copies of this Grant Offer Letter (Annex A) and provide bank account details, if you haven't already done so (Annex B) and return a copy to me at the Department for Education (DfE), Level 5, 2 St Paul's Place, 125 Norfolk Street, Sheffield, S1 2FJ.

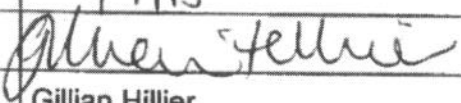
Yours sincerely,



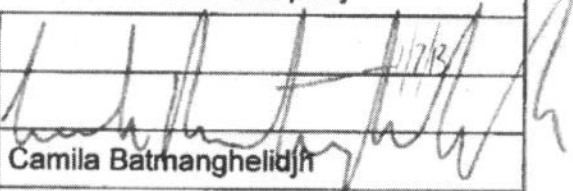
Dave Fletcher
Youth Policy and Delivery Team Leader

Annex A - Acceptance of Grant Offer and effective date – Improving Outcomes for Children, Young People and Families

This Grant Funding Agreement is effective from the date of signing.

Signed by person authorised to sign on behalf of the Secretary of State	
Date	11/7/13
Signature	
Name (please print)	Gillian Hillier
Position in DfE	Deputy Director, Children's Strategy

As representative of Kids Company I have read both the Grant Offer Letter and associated annexes, and the Department for Education Grant Funding Agreement Terms and Conditions as contained on its website.
<http://media.education.gov.uk/assets/files/pdf/g/dfe%20grant%20funding%20agreement%20terms%20and%20conditions.pdf>. I agree to comply with the notified conditions of the grant on which the offer is made.

Signed by a person authorised to sign on behalf of Kids Company	
Date	11/7/13
Signature	
Name (please print)	Camila Batmanghelidjh
Position in organisation	Chief Executive

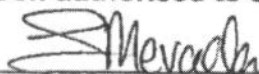
Annex B – Bank account details - Improving Outcomes for Children, Young People and Families

Information required by the Department to make payment of grant for the activities stated in the offer letter.

Contact details for Kids Company to whom

Signed by a person authorised to sign on behalf of Kids Company

Signature:



Name:

~~Camila Batmanghelidzir~~

SACHIN MEVADA

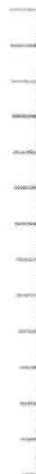
Position in organisation: Chief Executive

Date:

1st July 2013

**Annex C - Grant claim form for Kids Company Claiming Grant in Arrears -
Improving Outcomes for Children, Young People and Families**

This claim form should be completed by an authorised senior officer of Kids Company and returned to Children's Strategy Division, Department for Education, Level 5, 2 St Paul's Place, 125 Norfolk Street, Sheffield, S1 2FJ as soon as possible in the quarter following that for which the grant is being claimed and should be supported by invoices or receipts.



Annex D - Grant claim form for Improving Outcomes for Children, Young People and Families permitted to claim Grant in Advance

This claim form should be completed by an authorised senior officer of Kids Company and returned to Children's Strategy Division, Department for Education, Level 5, 2 St Paul's Place, 125 Norfolk Street, Sheffield, S1 2FJ no later than the 5th day of the quarter for which grant is being claimed and should be supported by invoices or receipts for the last month and a breakdown of expenditure for the month claimed.

**Annex E - Details of Grant Allocations - Improving Outcomes for Children,
Young People and Families**

Item	£ for Financial Year 13/14	£ for Financial Year 14/15
A Income		
Grant	3,000,000	4,000,000
Other	nil	nil
TOTAL Income A	3,000,000	4,000,000
B – Expenditure – Direct costs		
Wages		
Staff related costs		
Delivery Costs	2,413,782	3,218,376
Admin support	159,318	212,424
Travel and subsistence	14,256	19,008
Sub total B	2,587,356	3,449,808
C Expenditure – Administration		
Delivery costs	188,631	251,508
Admin (Audit, etc)	nil	nil
Accommodation costs	204,777	273,036
Other office costs	12	16
Office equipment costs	19,224	25,632
Sub total C	412,644	550,192
TOTAL Costs [B+C]	3,000,000	4,000,000

Annex F – List of objectives for which the grant is being paid - Improving Outcomes for Children, Young People and Families

1 Background

- 1.1 The view of the Department is that extending the current work of Kids Company would provide continuity and allow projects the charity has established to further embed and for the organisation to continue to move towards an increased self-sustaining approach. During the period 1 to 31 July, both parties commit to work towards agreeing a future funding approach.
- 1.2 The charity is committed to securing additional funding for its work from private trusts, foundations, statutory bodies and private companies. The requirement to seek additional non-government funding and other contributions in kind is a requirement in this agreement.

2 Aim

- 2.1 Kids Company shall use all reasonable endeavours to achieve the following aims:

- ***A resilience programme for 1200 vulnerable children/young people***, aimed at capturing measureable progress in education (including employability/preparing for employment), employment and/or work experience, health and social outcomes for children/young people that do not meet the thresholds for statutory support or are unwilling or unable to access services and are from a low-income household. Support for young people would be provided in the form of trained volunteers to help address health, social care or education inequalities and practical support to address basic poverty issues preventing engagement in education and/or suitable employment opportunities, promoting resilience and well-being.
- ***An intensive recovery support programme for 300 children/young people***, aimed at improving the stability of the children/young people's environment and improving their resilience through 12 care hubs, situated in the community - providing a community driven intervention model.
- ***A school based programme for around 250 children/young people across ten schools in London, aimed at improving pupil and family well-being***, delivered both in school and in neighbourhoods. This programme will provide early interventions aimed at preventing referral to PRUs and escalation of extracurricular problems which prevent engagement at school.

3 Objectives

- 3.1 Kids Company shall use all reasonable endeavours to provide tailored interventions that will improve young people's:
 - a. housing and living conditions, including stability of their accommodation;

- b. physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced inappropriate conception;
- c. educational attainment, including addressing learning difficulties;
- d. community involvement, including through volunteering;
- e. aspirations (covering pathways to work and entrepreneurship)
- f. mental health (including trauma recovery, strengthening family relationships, supporting parents, developing appropriate friendships);
- g. personal development – using arts and sports;
- h. approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence.

4 Complying with new Government policies

4.1 The grant funding is provided on the strict understanding that none of this funding is to be used for advertising, marketing, communications and consultancy, or for any costs associated with the maintenance, technical development or updating of existing websites or for the development/creation of new websites.

4.2 The grant funding is provided on the understanding that, from time to time, policy and delivery responsibilities transfer between Departments. Both the Department and Kids Company recognise that, if this happens, this agreement may be transferred along with the relevant responsibilities.

Annex G – Annual Certification of Expenditure

Annual Certification of DfE Grant to Kids Company to improve outcomes for young people Expenditure for Financial Year [2013-14]

(i) Kids Company, 1 Kenbury Street, London, SE5 9BS,

(ii) [insert auditor's details]

Dear Sirs,

Re: Improving Outcomes for Children, Young People and Families

This certificate is provided to Kids Company to enable it to comply with the Department for Education (DfE)'s terms and conditions of the Grant Funding Agreement (GFA) and the Grant Offer Letter requirements. We have obtained limited assurance that the expenditure, for which grant of £[insert amount] for the period ending 31 March [insert year] was paid, was applied for the purposes intended by the DfE and the financial transactions conform to the GFA and list of objectives specified. Our work included examination, on a sample basis, of evidence relevant to the regularity and propriety of Kid's Company's income and expenditure.

Nothing has come to our attention that causes us to believe that the accompanying schedule has not been prepared in all material respects in accordance with the grant funded activities.

This report is made solely to Kids Company to be produced to the DfE. Our work has been undertaken so that we might state to Kids Company those matters we are required to state in a report and for no other purpose.

Yours faithfully,

[Signature / Name of external auditor/accountant or equivalent] [Position in organisation]

[Name of the body] senior officer or equivalent] [Position in organisation]

Date

Annex H – Grant payment schedule - Improving Outcomes for Children, Young People and Families

The Department will pay this Grant to Kids Company in accordance with the following payment schedule, subject to Kids Company meeting the requirements of this Grant Funding Agreement.

Period	Payment date	Outputs	Payment Amount
Quarter 1: 01/07/2013 - 31/09/2013	15/07/2013	<ul style="list-style-type: none"> • 20 intensive, 200 resilience and 0 school based young people benefitted from ITSok programme (cumulative to the end of quarter 1 of the grant). • All performance monitoring reports and evidence required to support claims are submitted to the DfE to the agreed timetable and contain accurate information evidenced by supporting project documentation. • Tailored interventions in September 2013 that improve young people's health, educational attainment, aspirations and reduce risky behaviours. <p><u>Intensive Q1</u> Number of tailored interventions within the first quarter that have improved young people's:</p> <ul style="list-style-type: none"> • housing and living conditions, including stability of their accommodation - 15; • physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced inappropriate conception - 10; • educational attainment including work placements short course and access to education and learning difficulties - 0; • mentoring including coaching, personal finance management - 15; • aspirations (covering pathways to work and entrepreneurship) - positive experiences - 0; • mental health access to therapy including access to holistic and non-holistic - 0; • personal development including using arts and sports - 15; • approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence - 10. 	£1,000,000

		<p><u>Resilience Q1</u></p> <p>Number of tailored interventions within the first quarter that have improved young people's:</p> <ul style="list-style-type: none"> • physical health including registration with GP, dental check, sex education, general health and wellbeing and provision of food – 150; • educational attainment: home work club – 75; • educational attainment: educational mentor – 45; • educational attainment: material support i.e. books etc -150; • help with material goods (clothes shoes, beddings, birthdays, Christmas – 200; • community involvement, including through volunteering; attending sports sessions, arts, sports and nutrition – 50; • community involvement – arts – 160; • community involvement – sports – 150; and • community involvement – nutrition – 90. <p><u>School based Q1</u></p> <p>Zero young people will benefit in quarter 1 from wrap around support and support for teachers and carers that results in one or more of the following of the following:</p> <ul style="list-style-type: none"> • improved health and wellbeing (including registration with GP, dental check, sex education, general health and wellbeing and provision of food; • improved educational attainment and school attendance; • greater community involvement. • 	
Quarter 2: 01/10/2013 - 31/12/2013	15/10/2013	<ul style="list-style-type: none"> • 130 intensive, 400 resilience and 120 school based young people benefitted from ITSok programme (cumulative to the end of quarter 2 of the grant). • All performance monitoring reports and evidence required to support claims are submitted to the DfE to the agreed timetable and contain accurate information evidenced by supporting project documentation. • Tailored interventions in December 2013 that improve young people's health, educational attainment, aspirations and reduce risky behaviours. <p><u>Intensive Q2</u></p> <p>Number of tailored interventions within the second</p>	£1,000,000

		<p>quarter that have improved young people's:</p> <ul style="list-style-type: none"> • housing and living conditions, including stability of their accommodation – 40; • physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced inappropriate conception – 40; • educational attainment including work placements short course and access to education and learning difficulties – 20; • mentoring including coaching, personal finance management – 35; • aspirations (covering pathways to work and entrepreneurship) - positive experiences – 20; • mental health access to therapy including access to holistic and non-holistic – 130; • personal development including using arts and sports – 40; and • approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence – 25. 	
		<p><u>Resilience Q2</u> Number of tailored interventions within the second quarter that have improved young people's:</p> <ul style="list-style-type: none"> • physical health including registration with GP, dental check, sex education, general health and wellbeing and provision of food – 350; • educational attainment: home work club – 150; • educational attainment: educational mentor - 105; • educational attainment: material support i.e. books etc – 300; • help with material goods (clothes shoes, beddings, birthdays, Christmas – 400; • community involvement, including through volunteering; attending sports sessions, arts, sports and nutrition – 100; • community involvement – arts – 400; • community involvement – sports – 300; and • community involvement - nutrition – 210. <p><u>School based Q2</u> 120 young people will benefit in quarter 2 from wrap around support and support for teachers and carers that results in one or more of the following of the following:</p> <ul style="list-style-type: none"> • improved health and wellbeing (including registration with GP, dental check, sex 	

		<p>education, general health and wellbeing and provision of food;</p> <ul style="list-style-type: none"> • improved educational attainment and school attendance; • greater community involvement. 	
Quarter 3: 01/01/2014 - 31/03/2014	15/01/2014	<ul style="list-style-type: none"> • 280 intensive, 560 resilience and 120 school based young people benefitted from ITSok programme (cumulative to the end of quarter 3 of the grant). • All performance monitoring reports and evidence required to support claims are submitted to the DfE to the agreed timetable and contain accurate information evidenced by supporting project documentation. • Tailored interventions in March 2014 that improve young people's health, educational attainment, aspirations and reduce risky behaviours. <p><u>Intensive Q3</u> Number of tailored interventions within the third quarter that have improved young people's:</p> <ul style="list-style-type: none"> • housing and living conditions, including stability of their accommodation – 90; • physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced inappropriate conception – 80; • educational attainment including work placements short course and access to education and learning difficulties – 50; • mentoring including coaching, personal finance management - 65 • aspirations (covering pathways to work and entrepreneurship) - positive experiences – 50; • mental health access to therapy including access to holistic and non-holistic – 280; • personal development including using arts and sports – 80; and • approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence – 45. <p><u>Resilience Q3</u> Number of tailored interventions within the third quarter that have improved young people's:</p> <ul style="list-style-type: none"> • physical health including registration with GP, dental check, sex education, general health 	£1,000,000

		<p>and wellbeing and provision of food – 500;</p> <ul style="list-style-type: none"> • educational attainment: home work club – 225; • educational attainment: educational mentor – 150; • educational attainment: material support i.e. books etc – 45; • help with material goods (clothes shoes, beddings, birthdays, Christmas – 550; • community involvement, including through volunteering; attending sports sessions, arts, sports and nutrition -150; • community involvement – arts – 560; • community involvement – sports – 450; and • community involvement – nutrition - 330. <p><u>School based Q3</u> 120 young people will benefit in quarter 3 from wrap around support and support for teachers and carers that results in one or more of the following of the following:</p> <ul style="list-style-type: none"> • improved health and wellbeing (including registration with GP, dental check, sex education, general health and wellbeing and provision of food; • improved educational attainment and school attendance; • greater community involvement. • 	
Quarter 4: 01/04/2014 - 31/06/2014	15/04/2014	<ul style="list-style-type: none"> • 280 intensive, 720 resilience and 120 school based young people benefitted from ITSok programme (cumulative to the end of quarter 4 of the grant). • All performance monitoring reports and evidence required to support claims are submitted to the DfE to the agreed timetable and contain accurate information evidenced by supporting project documentation. • Tailored interventions in April 2014 that improve young people's health, educational attainment, aspirations and reduce risky behaviours. <p><u>Intensive Q4</u> Number of tailored interventions within the fourth quarter that have improved young people's:</p> <ul style="list-style-type: none"> • housing and living conditions, including stability of their accommodation – 140; • physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced 	£1,000,000

		<p>inappropriate conception – 130;</p> <ul style="list-style-type: none"> • educational attainment including work placements short course and access to education and learning difficulties – 140; • mentoring including coaching, personal finance management – 90; • aspirations (covering pathways to work and entrepreneurship) - positive experiences – 140; • mental health access to therapy including access to holistic and non-holistic – 280; • personal development including using arts and sports -130; and • approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence – 75. <p><u>Resilience Q4</u></p> <p>Number of tailored interventions within the fourth quarter that have improved young people's:</p> <ul style="list-style-type: none"> • physical health including registration with GP, dental check, sex education, general health and wellbeing and provision of food – 700; • educational attainment: home work club – 300; • educational attainment: educational mentor - 210; • educational attainment: material support i.e. books etc – 600; • help with material goods (clothes shoes, beddings, birthdays, Christmas – 700; • community involvement, including through volunteering; attending sports sessions, arts, sports and nutrition – 200; • community involvement – arts – 720; • community involvement – sports – 600; and • community involvement – nutrition – 450. <p><u>School based Q4</u></p> <p>120 young people will benefit in quarter 4 from wrap around support and support for teachers and carers that results in one or more of the following of the following:</p> <ul style="list-style-type: none"> • improved health and wellbeing (including registration with GP, dental check, sex education, general health and wellbeing and provision of food; • improved educational attainment and school attendance; • greater community involvement. 	
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		<ul style="list-style-type: none"> • 	
Quarter 5: 01/07/2014 - 31/09/2014	15/07/2014	<ul style="list-style-type: none"> • 280 intensive, 880 resilience and 120 school based young people benefitted from ITSok programme (cumulative to end of month 15 of the grant). • All performance monitoring reports and evidence required to support claims are submitted to the DfE to the agreed timetable and contain accurate information evidenced by supporting project documentation. • Tailored interventions in September 2014 that improve young people's health, educational attainment, aspirations and reduce risky behaviours. <p><u>Intensive Q5</u> Number of tailored interventions within the fifth quarter that have improved young people's:</p> <ul style="list-style-type: none"> • housing and living conditions, including stability of their accommodation – 190; • physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced inappropriate conception – 180; • educational attainment including work placements short course and access to education and learning difficulties -180; • mentoring including coaching, personal finance management – 130; • aspirations (covering pathways to work and entrepreneurship) - positive experiences – 180; • mental health access to therapy including access to holistic and non-holistic – 280; • personal development including using arts and sports – 190; and • approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence -125. <p><u>Resilience Q5</u> Number of tailored interventions within the fifth quarter that have improved young people's:</p> <ul style="list-style-type: none"> • physical health including registration with GP, dental check, sex education, general health and wellbeing and provision of food – 850; • educational attainment: home work club – 375; • educational attainment: educational mentor – 255; 	£1,000,000

		<ul style="list-style-type: none"> • educational attainment: material support i.e. books etc – 750; • help with material goods (clothes shoes, beddings, birthdays, Christmas – 850; • community involvement, including through volunteering; attending sports sessions, arts, sports and nutrition – 250; • community involvement – arts – 880; • community involvement – sports – 750; and • community involvement – nutrition – 570. <p><u>School based Q5</u> 120 young people will benefit in quarter 5 from wrap around support and support for teachers and carers that results in one or more of the following of the following:</p> <ul style="list-style-type: none"> • improved health and wellbeing (including registration with GP, dental check, sex education, general health and wellbeing and provision of food; • improved educational attainment and school attendance; • greater community involvement. 	
Quarter 6: 01/10/2014 - 31/12/2014	15/10/2014	<ul style="list-style-type: none"> • 280 intensive, 1050 resilience and 250 school based young people benefitted from ITSok programme (cumulative to the end of quarter 6 of the grant). • All performance monitoring reports and evidence required to support claims are submitted to the DfE to the agreed timetable and contain accurate information evidenced by supporting project documentation. • Tailored interventions in December 2013 that improve young people's health, educational attainment, aspirations and reduce risky behaviours. <p><u>Intensive Q6</u> Number of tailored interventions within the sixth quarter that have improved young people's:</p> <ul style="list-style-type: none"> • housing and living conditions, including stability of their accommodation – 240; • physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced inappropriate conception – 230; • educational attainment including work placements short course and access to education and learning difficulties – 210; 	£1,000,000

		<ul style="list-style-type: none"> • mentoring including coaching, personal finance management -160; • aspirations (covering pathways to work and entrepreneurship) - positive experiences – 210; • mental health access to therapy including access to holistic and non-holistic – 280; • personal development including using arts and sports – 240; and • approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence – 175. <p><u>Resilience Q6</u> Number of tailored interventions within the sixth quarter that have improved young people's:</p> <ul style="list-style-type: none"> • physical health including registration with GP; dental check, sex education, general health and wellbeing and provision of food – 1050; • educational attainment: home work club – 450; • educational attainment: educational mentor – 315; • educational attainment: material support i.e. books etc – 900; • help with material goods (clothes shoes, beddings, birthdays, Christmas – 1050; • community involvement, including through volunteering; attending sports sessions, arts, sports and nutrition – 300; • community involvement – arts -1040; • community involvement – sports – 900; • community involvement – nutrition – 690. <p><u>School based Q6</u> 250 young people will benefit in quarter 6 from wrap around support and support for teachers and carers that results in one or more of the following of the following:</p> <ul style="list-style-type: none"> • improved health and wellbeing (including registration with GP, dental check, sex education, general health and wellbeing and provision of food; • improved educational attainment and school attendance; • greater community involvement. • 	
Quarter 7: 01/01/2015 - 31/03/2015	15/01/2015	<ul style="list-style-type: none"> • 300 intensive, 1200 resilience and 250 school based young people benefitted from ITSok programme (cumulative toto end of quarter 7 of 	£1,000,000

		<p>the grant).</p> <ul style="list-style-type: none"> • All performance monitoring reports and evidence required to support claims are submitted to the DfE to the agreed timetable and contain accurate information evidenced by supporting project documentation. • Tailored interventions in March 2015 that improve young people's health, educational attainment, aspirations and reduce risky behaviours. <p><u>Intensive Q7</u> Cumulative number of tailored interventions within the seventh quarter that have improved young people's:</p> <ul style="list-style-type: none"> • housing and living conditions, including stability of their accommodation – 290; • physical health, i.e their fitness, nutrition, sexual health, reduced substance misuse, reduced inappropriate conception – 280; • educational attainment including work placements short course and access to education and learning difficulties – 290; • mentoring including coaching, personal finance management -200; • aspirations (covering pathways to work and entrepreneurship) - positive experiences – 290; • mental health access to therapy including access to holistic and non-holistic – 280; • personal development including using arts and sports – 300; and • approach to dangerous behaviours including self-harm, promiscuity, sexual exploitation, criminality, gang involvement, and domestic violence – 225. <p><u>Resilience Q7</u> Cumulative number of tailored interventions within the seventh quarter that have improved young people's:</p> <ul style="list-style-type: none"> • physical health including registration with GP, dental check, sex education, general health and wellbeing and provision of food – 1200; • educational attainment: home work club – 525; • educational attainment: educational mentor – 360; • educational attainment: material support i.e. books etc – 1050; • help with material goods (clothes shoes, 	
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		beddings, birthdays, Christmas – 1200; • community involvement, including through volunteering; attending sports sessions, arts, sports and nutrition – 350; • community involvement – arts – 1200; • community involvement – sports – 1050; and • community involvement – nutrition – 810. <u>School based Q7</u> 250 young people will benefit throughout the grant from wrap around support and support for teachers and carers that results in one or more of the following of the following: • improved health and wellbeing (including registration with GP, dental check, sex education, general health and wellbeing and provision of food; • improved educational attainment and school attendance; • greater community involvement. •	
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Annex I – Sample exit plan - Improving Outcomes for Children, Young People and Families

The exit plan is for illustration purposes only. You may wish to draft your own plan to suit your own particular requirements and can use the headings below as a basis for structuring your own plan. Please delete this Annex if an exit plan is not required **delete this sentence from final version****

Introduction

1. Although the Department does not seek to exercise detailed control of the activities of Kids Company it must ensure that public money is protected and value for money achieved. To meet this requirement, this Annex describes the duties and responsibilities of Kids Company and the Department, leading up to and covering the expiry or termination of this grant for whatever reason and the transfer of the grant funded activities.
2. This Annex defines the exit plan and how it shall be revised to ensure that it remains workable at any time. The Department and Kids Company acknowledge the importance of keeping the exit plan up to date during the term of the Grant and of reflecting the impact of all relevant changes to the grant funded activities or outputs required. You shall not make any additional charge for any work undertaken in making changes to the exit plan. Where there are principles to be adopted in implementing this plan, the parties to this Grant Funding Agreement shall endeavour to agree

the relevant details within such principles.

3. The Department shall be entitled to disclose the contents of the exit plan to any future bidder for the Grant (or its equivalent).

Objectives

4. The objective of the exit plan is to ensure:
 - a. an orderly and smooth transition of the grant funded activities from Kids Company to a successor body or the Department at the expiry or termination of this Grant;
 - b. the continuation of grant funded activities;
 - c. that there is no undue favour to Kids Company in any future competition for the Grant (in whole or in part); and
 - d. that the responsibilities of both parties to the Grant Funding Agreement are clearly defined in the event of expiry or termination.

General

5. Where the Department intends to continue the operation of the grant funded activities in broadly the same way after expiry or termination, either by performing them itself or by means of a successor, you shall endeavour to ensure the smooth and orderly transition of the grant funded activities and shall co-operate with the Department or the successor, as the case may be, in order to achieve such transition.
6. When such endeavours and co-operation are outside the scope of the Grant, you shall provide quotations for reasonable charges associated with providing such assistance and the Department shall pay such reasonable charges.
7. You shall comply with any reasonable request of the Department for information relating to the performance of the grant funded activities, including the use of other parties. You will be allowed a reasonable period of time in which to respond to the Department.

Exit Planning

8. You shall, in conjunction with the Department, maintain, and as necessary update, the Exit Plan throughout the period of the Grant so that it can be implemented immediately, if required. From time-to-time either the Department or you can instigate a review of the Exit Plan.
9. You shall co-operate with all reasonable requests made by either the Department or a successor body relating to exit transition arrangements for the grant funded activities.

Assistance

10. You shall be responsible for delivering the grant funded activities and achieving the objectives at Annex F until the date of expiry or termination or transfer of the Grant (as appropriate).
11. You shall use all reasonable endeavours to ensure that a transition of responsibility for the delivery of the grant funded activities to the successor body or the Department, as the case may be, minimises any detrimental effect on the delivery of the activities and the Department shall use all reasonable endeavours to co-operate in such transfer.

Assets Register

12. You shall maintain throughout the exit period of this Grant an asset register in accordance with the Terms and Conditions of the Grant Funding Agreement.
13. You shall not change the status of any asset without the prior written consent of the Department where such a change would either be viewed as a major change or would require repayment in accordance with the Terms and Conditions of the Grant Funding Agreement.

Transfer of the Department's Data

In addition to complying with the provisions of the main agreement, you shall, upon reasonable written request by the Department or in

14. any event, within one month of notice of termination, deliver the Department's data, including the following:
 - a. an inventory of the Department's data and any other data available for transfer;
 - b. a data structure definition (where relevant) covering all available Departmental data; and
 - c. a proposed method for testing the integrity and completeness of the Department's data transferred.

Documentation and Access

15. You shall provide the Department on request with information and documentation reasonably necessary to assist with the transfer of the grant funded activities to the Department or to a successor body, including any documentation required to support any bidding process for the provision of the activities. This includes full details of:
 - a. the work programme, objectives/targets, and other services delivered by you under this funding agreement;
 - b. any software, including third party software and any hardware used in connection with the delivery of the activities;
 - c. software and supply agreements used to deliver any services

associated with delivery of the activities, including the agreements relating to any third party software identified by name of supplier, term of Grant, and charges payable under the Grant; and

- d. any employees used by you to help deliver the grant funded activities who are essential to this delivery; this information shall be provided under conditions of confidentiality reasonably acceptable to you.

16. The Department may make the documentation available to suppliers who wish to bid for the provision of the activities. You shall respond expediently and in full to any reasonable questions by the Department or the suppliers and shall co-operate with any reasonable due diligence activities carried out by suppliers.

Transfer Support Activities

17. You shall co-operate with all reasonable requests made by either the Department or a successor relating to the grant funded activities transition arrangements. The Department and you shall discuss the implementation plan for the transition of the activities to either the Department or a Successor body.

Annex J – Sample Progress Report Template - Improving Outcomes for Children, Young People and Families

The template is for illustration purposes only. You may wish to draw up your own template to suit your own particular requirements and can use the headings below as a basis for structuring your own template* *delete this sentence from final version**

Organisation Name:	Kids Company					Theme/Grant Ref no:	
Report Period:	Q1		Q2		Q3		Q4

Key Activity completed in this period:
Evidence:
Progress on objectives/delivery plans:

Please provide details of any slippage in delivery plans and reasons for this if applicable:			
Please provide any other information which you think might be helpful:			
Authorised By:		Name:	Date:
		Position:	

