

Donated Kitchen Equipment for Universal Free School Meals Offer Guide & Application Details

1. About the offer

The GLA has received offers of donations of commercial standard kitchen equipment from various private companies for state-funded schools who are in need; these offers include:

- Ovens
- Fridge freezers
- Dishwashers

The offer is launching today (11 December 2023) and will be open until Monday 15 January. Further details on the eligibility criteria of the scheme and expression of interest (EOI) process are outlined below.

Please note that for any schools that are unsuccessful, with your consent, we will keep details on file for any future donations we receive.

The kitchen goods offer is wholly funded through private and commercial companies as a way of offering extra support to schools in London that are delivering universal free school meals to their key stage two pupils.

The GLA are facilitating this offer by connecting these offers with schools in need of new equipment, especially schools whose universal free school meals would be enhanced through upgraded kitchen equipment.

Following successful matches, schools and companies will work directly together on installation/fitting and safety training. Logistical costs will be absorbed by the commercial companies involved.

2. Submission of EOIs

Schools are invited to submit a light-touch EOI via the Microsoft Form supplied here: <https://forms.office.com/e/DBtvpE0UJQ>

Within the EOI, schools can say which kitchen equipment they would prefer to receive and the reasons for this request. The information provided in the EOI should include any details about how the new equipment would enhance the universal free school meal offer to pupils in their school.

EOIs must be submitted no later than **end of Monday 15 January 2024**.

3. Eligibility & Scoring Process

This offer is open to all state-funded schools in London who are delivering the Mayor of London's Universal Free School Meals scheme.

EOIs must be able to demonstrate eligibility as defined in **Q1** and **Q2** in the application form.

Applications will be assessed by a small panel, including GLA officers and school catering experts.

When reviewing applications, the panel will consider any factors that are known to increase kitchen equipment need for schools, such as Government FSM eligibility and uptake of meals.

Priority will be given to schools in which the Mayor's scheme is an important factor in requiring additional equipment - for example, because the introduction of the scheme has created a significant new and unmet need in the school.

Any final outcomes will then be subject to a matching process between available equipment and school needs.

4. Timeline

- 11 December 2023: EOIs open
- 15 January 2024: Deadline for EOI submission
- Weeks commencing 15 & 22 January 2024: Scoring of EOIs and matching process between schools and available equipment takes place
- Week commencing 5 February - announcement of successful applicants to schools and relevant borough leads
- Week commencing 12 February onwards – schools and companies to work directly together on logistics e.g. delivery, installation & training

5. Contact

Enquiries about this offer may be directed to ufsmteam@london.gov.uk.